

WEIGHT/PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL

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COMDTINST M1020.8E SEP 15 2004

COMMANDANT INSTRUCTION M1020.8E

Subj: WEIGHT/PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL

Ref: (a) Coast Guard Health Promotion Manual, COMDTINST M6200.1 (series)

- (b) Preparation and Submission of Administrative Remarks (CG-3307), COMDTINST 1000.14 (series)
- (c) Weight Management Self-Help Guide, COMDTPUB P6200.3 (series)
- 1. <u>PURPOSE</u>. This Manual establishes weight and physical fitness standards for all Coast Guard military personnel, officer and enlisted, active and reserve, and Public Health Service (PHS) officers detailed to the Coast Guard.
- 2. <u>ACTION</u>. Area and district commanders, commanders of maintenance and logistics commands, commanding officers of headquarters units, assistant commandants for directorates, Judge Advocate General, and special staff offices at Headquarters shall ensure that the provisions of this Manual are followed. Internet release authorized.
- 3. <u>DIRECTIVES AFFECTED</u>. Allowable Weight Standards for Coast Guard Military Personnel, COMDTINST M1020.8D, is cancelled.
- 4. <u>SUMMARY</u>. This directive incorporates the establishment of the Coast Guard Fitness Program announced previously via ALCOAST 329/04 to the field. Changes include a mandatory physical fitness requirement for members not in compliance with weight standards, implementation of semiannual weigh-ins, elimination of the requirement to weigh members prior to promotions, PCS, assignment to resident training, etc., and the requirement that Commanding Officers designate a unit health promotion coordinator (UHPC).

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NON-STANDARD DISTRIBUTION:

COMDTINST M1020.8E

- 5. <u>ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS</u>. Environmental considerations were examined in the development of this Manual and have been determined not to be applicable.
- 6. <u>FORMS AVAILABILITY</u>. Administrative Remarks, CG 3307, and Personal Fitness Plan, CG 6049, are available in USCG Electronic Forms or on the Internet at http://www.uscg.mil/ccs/cit/cim/forms1/welcome.htm or the Intranet at http://cgweb.uscg.mil/g-c/g-ccs/g-cit/g-cim/forms1/main.asp.

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1. Discussion

1.A. Definitions

- 1. **Body Fat Percentage.** A determination of the percentage of a person's body that is fat, based upon certain measurements. The percentage of body fat is of concern because individuals who have excessive body fat run an increased risk of illness and death from heart disease, cancer, diabetes, and digestive and blood vessel diseases.
- 2. **Commanding Officer.** For the purpose of this Manual, this term shall include Commanders, Commanding Officers, and Officers-in-charge.
- 3. **Healthy Weight Loss**. Weight loss should be at a rate of 0.5 1.0 pound per week. Weight loss exceeding this rate may be indicative of unhealthy dieting behavior versus achievement of healthy eating and living. Decreasing food (calorie) intake alone, without exercise, is known to result in weight loss with returned weight when original eating habits are resumed.
- 4. **Maximum Allowable Weight (MAW).** Maximum weight permitted for a member based upon height, frame size and gender. If this weight is exceeded, the member is referred for a percent body fat determination. The term "maximum allowable weight" is not a person's ideal weight from a health, physical readiness, or appearance perspective. See Enclosures (1) and (2) for MAW tables.
- 5. **Maximum Percent Body Fat.** The maximum body fat an overweight member can have, based upon gender and age, and still remain in the Service. See Enclosures (1) and (2) for maximum body fat allowed. Procedures for determining body fat are found in Enclosure (5).
- 6. **Overfat**. Overweight member who exceeds his or her maximum percent body fat.
- 7. **Overweight.** For the purposes of this Manual, overweight refers to a member who exceeds his or her MAW. This could be as a result of either muscle mass or excess body fat. The Coast Guard weight and body fat standards for men versus women, while different in absolute terms, are compatible. Women generally have about a ten percent higher percentage of body fat than men; this difference is reflected in the standards.
- 8. **Screening Maximum Allowable Weight.** (Screening Weight). A screening weight is given to a member who exceeds his or her MAW but has been determined to be within his or her maximum percent body fat. As long as the member's weight is below his or her screening weight, the member remains compliant with MAW standards.
- 9. **Basic Fitness Plan.** A basic fitness plan consists, at a minimum, of two parts: (1) vigorous cardio-respiratory endurance training three times per week for thirty minutes each time, and (2) vigorous strength training one to three times per week. All Coast Guard members within MAW standards are required to complete a basic fitness plan. Members may use the Personal Fitness Plan form contained within Enclosure (7).

10. **Detailed Fitness Plan**. A detailed fitness plan, at a minimum, addresses all five health-related components of fitness including body composition, cardio-respiratory endurance, flexibility, muscular strength, and muscular endurance. All Coast Guard members not in compliance with MAW standards are required to complete a detailed fitness plan. Members may utilize the Personal Fitness Plan form in Enclosure (7).

1.B. Weight/Physical Fitness Program

- 1. The Coast Guard's weight program was originally instituted in 1985 and significantly revised in 2004 to reflect an emphasis on health and physical fitness. The weight/physical fitness program is intended to contribute to the fitness for duty and appearance of Coast Guard members. To meet our operational challenges and as a Uniformed Service, all members must be fit for duty and appear so in uniform. Their appearance must reflect credit on themselves, the Coast Guard, and our country.
- 2. Being healthy involves more than merely having a "healthy weight." It also involves eating well, exercising regularly, avoiding harmful habits like tobacco and excessive alcohol use, and getting regular dental and medical exams. To help encourage the exercise portion of one's overall health, all military members shall develop a basic fitness plan that they will present to their supervisor during their performance evaluation period.
- 3. A successful weight/physical fitness program depends on both an individual member's lifestyle choices and the amount of support put forth by supervisors to ensure their personnel are within standards. Supervisors are expected to take a proactive approach in helping personnel to remain within their maximum allowable weight. The requirements contained in this Manual do not preclude a supervisor from requiring subordinates to conduct additional weigh-ins outside of the provisions of this Manual in order to monitor their weight and prevent the possibility of being placed in a probationary situation.

1.C. Unit Health Promotion Coordinator (UHPC)

Commanding officers shall designate in writing a UHPC and alternate, and submit a copy of the designation letters to their regional Health Promotion Manager (HPM). The UHPC and alternate must successfully complete the UHPC "C" school hosted annually within all Coast Guard regions. The UHPC is charged with assisting members in the development and review of personal fitness plans and conducting any mandatory fitness assessments. Qualification criteria for selection of a UHPC, along with additional UHPC responsibilities, are contained in reference (a). Unless administratively unavoidable, the UHPC should not be the member conducting weigh-ins.

2. Policy and Procedures

2.A. Determining Frame Size and Maximum Allowable Weight

A basic tenet of the Coast Guard weight/physical fitness program is that weight standards are based on the individual's height and skeletal build (frame size), the latter determined by measuring the wrist. Since wrist size and height do not change appreciably over time, wrist size and height generally need to be determined once at the beginning of an individual's career. The Service will use this measurement as the basis for future weight screenings. If the individual screens as overweight, his or her height and wrist measurements may be verified. See Enclosure (1) for proper technique to measure wrist size and height and determine frame size and MAW.

2.B. Accession Standards

- 1. Upon initial entry into the Service, the Coast Guard makes a considerable investment in each of its members. If a new accession is already close to his or her MAW or maximum percent body fat, there is an increased possibility that at some point early in his or her career, he or she will exceed that MAW and subsequently be separated. To reduce this possibility, we use accession weight standards.
- 2. The Coast Guard will not allow recruits/or applicants who exceed MAW and body fat standards to enlist or enter commissioning programs (Academy, OCS, DCO). Enclosure (2) provides Coast Guard Academy (Academy), Direct Commission Officer (DCO), Officer Candidate School (OCS), and Recruit accession weight standards for those admitted from civilian life. Other applicants, including reservists entering active duty, enlisted personnel entering the Academy or OCS, and personnel lateralling from another Service must meet the current MAW and body fat standards as provided in Enclosure (1).
- 3. Those members reentering the Coast Guard under the Temporary Separation policy (Personnel Manual, COMDTINST M1000.6 (series), Paragraph 12.F.), who have not affiliated with the Coast Guard Reserve, must meet the MAW and body fat standards that existed at the time of their discharge. On reentering the Coast Guard, members who meet the standard they left under, but do not meet the current standards (if a change has occurred) will be provided a grace period of 12 months during which they will be held to the previous standard. At the end of the grace period, if the member does not meet the current standard, he or she will be placed on probation accordingly.

2.C. Basic Fitness Plan

1. All military personnel shall develop an annual basic fitness plan that will be presented to their supervisor during their performance evaluation period. Supervisors will address the existence of and adherence to the annual fitness plan during a member's performance evaluation. The basic fitness plan shall, at a minimum, include vigorous cardio-respiratory endurance training three times a week for thirty minutes each time and vigorous strength training one to three times per week. See Enclosure (7) for details and an example of a Personal Fitness Plan, CG-6049.

2. Commanding officers shall provide all personnel on active duty, including reservists performing active duty training (ADT), a minimum of one hour three times per week during working hours for voluntary participation in fitness enhancing activities. Training centers are not required to allocate time for fitness enhancing activities during the academic day for Class "A" and "C" school students.

2.D. Weight Screening

- 1. All military personnel shall be screened against the height and weight standards of Enclosure (1) semiannually every October and April. The data shall be reported via Direct Access. Members away from their unit during the weigh-in months will have their weigh-in deferred until return to their home unit, after which the October/April schedule will be resumed. Commanding Officers retain the authority to screen members against established height and weight standards anytime he or she deems it necessary.
- 2. Personnel determined to meet their MAW standards should ensure the results are properly recorded via Direct Access and continue to follow their basic fitness plan. Members determined to be in compliance with this Manual, but within ten pounds of their MAW, should be highly encouraged to complete a Personal Wellness Profile (PWP) in accordance with Reference (a).
- 3. All members failing the screen using the weight standards shall be measured to determine their percentage of body fat. Members found to be above their assigned MAW but within their maximum allowable body fat will be assigned a screening weight per Paragraph 3.C. Members exceeding both MAW and body fat will complete a detailed personal fitness plan (contained within Enclosure (7)) and be processed IAW paragraph 2.E. below.
- 4. If a member is found to have been overweight and/or overfat as of his/her last semiannual or follow-up screening, the following actions will be withheld unless a reweigh of the member determines that he/she is in compliance with weight standards (and the compliance is so documented per Paragraph 2.J. below):
 - a. Advancement or promotion. Enlisted members may compete for advancement if their commanding officer recommends them; however, advancement may not occur until they meet weight standards. See Personnel Manual, COMDTINST M1000.6 (series), Chapter 5, for information on withholding advancement or promotion.
 - b. Execution of permanent change of station (PCS) orders. If a member exceeds MAW and maximum body fat, the command shall consult with Coast Guard Personnel Command (CGPC). The member may still PCS while on probation, but the determination must be made by CGPC.
 - c. Assignment to command positions both ashore and afloat.
 - d. Assignment to basic and advanced resident training, including Class "A" and "C" School, postgraduate training, or flight training.

- e. Assignment of reservists to long-term active duty (e.g., EAD, ADSW-AC, ADSW-RC) other than to fulfill their annual training requirement.
- f. Payment of bonus installments. If the member is ultimately discharged because of failure to comply with this Manual, all unearned payments will be recouped upon separation.
- g. Selection to high visibility assignments, such as White House, House, Senate, or Congressional staff; liaison assignment to other agencies; Command Master Chief; Career Development Advisor; high visibility public affairs staff positions; instructor duty; recruiting duty, etc.

2.E. Medical Referral

- 1. Members not in compliance with MAW and body fat standards shall be referred to a medical officer or local physician, who shall make a recommendation to the command as to the member's health, whether or not weight and/or body fat loss would be detrimental to the member's health, and the member's ability to participate in each component of the monthly fitness assessment. The unit commanding officer shall prepare the top portion of the Command Medical Referral Form, Enclosure (3); the bottom portion will be completed by the medical officer or local physician. This form shall be filed in the member's Health Record.
- 2. If a medical officer or local physician determines that any weight or body fat loss would be detrimental to the member's health, the commanding officer shall initiate an Initial Medical Board (IMB) through the Physical Disability Evaluation System (PDES), COMDTINST M1850.2 (series). If the condition is not disqualifying for retention as per chapter 3.F of the Medical Manual, COMDTINST M6000.1 (series), the commanding officer shall process the individual for discharge in accordance with Paragraph 2.G. If a medical officer or local physician determines that any weight or body fat loss would be temporarily detrimental to the member's health, the member should be processed in accordance with Paragraph 3.A.
- 3. A member with an underlying medical condition that limits or prohibits his/her participation in a specific portion of the fitness assessment will be excused from only that portion of the fitness assessment, but must continue to participate in weekly fitness enhancing activities outlined in his/her detailed fitness plan. The physician will document his or her findings in the member's health record.
- 4. A member found to have an underlying medical condition that would make fitness activities detrimental to his/her health is still responsible for meeting MAW standards within the timeline specified by their probationary period.

2.F. Probation

1. Unless granted an exemption under Chapter 3 of this Manual, overweight members **who also exceed their maximum body fat percentage** shall be placed on probation, during which they must lose their excess weight or body fat. The probationary period cannot equal or exceed thirty-six weeks, however; see subparagraph 2.F.4 below.

- 2. A probationary weight loss period shall not commence until *after* a medical examination. Therefore, the medical exam must be completed as expeditiously as possible, usually within three to four weeks of the discovery that MAW standards have been exceeded. However, written notification and acknowledgment that the member exceeds the maximum standards shall be completed regardless of any delay. Upon being medically cleared by the physician, the member will acknowledge the Administrative Remarks (CG-3307) required in Paragraph 2.J., and the probationary period will start immediately.
- 3. If a physician determines a member's medication or medical treatment or condition prevents them from losing weight or body fat at the required rate, the unit commanding officer may request authorization from Commandant (G-WPM-1) to hold the probationary period in abeyance for a specified period of time. By so doing, the Service can avoid the unintended consequence of penalizing a member (e.g., withholding an advancement or payment of a bonus) who, through no fault of his or her own, is battling a medical condition that makes weight loss challenging or impossible. Once the abeyance period has passed (i.e., once the patient's condition has stabilized), the probationary period will resume with the length of the probationary period based on the member's current weight.
- 4. The probationary weight loss period shall equal the amount of time it would take the member to lose all excess weight at an average of one pound per week or one percent body fat per month, whichever is greater. For example, a member who is 30 pounds over the MAW and is five percent over the maximum percent body fat will have a 30 week probationary period to lose the excess weight or body fat. On the other hand, a member who is 30 pounds over the MAW and is eight percent over the maximum allowable body fat will have eight months to lose the excess weight or body fat. The alternate probationary periods are necessary to accommodate members who gain muscle mass through strength training exercises. In these cases, muscle gain may offset body fat lost through diet and exercise, thus invalidating weight loss as evidence of progress. Probationary periods shall be calculated by both methods (excess weight and excess body fat).
- 5. The probationary period shall not equal or exceed 36 weeks (except as noted in paragraph 2.F.3 above). Members whose probationary period has been determined to be equal to or greater than 36 weeks both by weight calculations and by body fat calculations, except those granted an exemption per Chapter 3, shall be processed for separation. If the situation exists in which one of the two calculations results in a period in excess of 36 weeks, and one less than 36 weeks, the member shall be assigned a probationary period based upon the calculated period which is less than 36 weeks:

Choosing Appropriate Probation Period

Figure 2-1

Choo	sing Probation Appropriate Perio	d
Period based on Pounds	Period based on Body Fat	Applicable Period
Less than 36 weeks	Less than 36 weeks	Choose longer period
Less than 36 weeks	Equal to or more than 36 weeks	Choose period based on pounds
Equal to or more than 36 weeks	Less than 36 weeks	Choose period based on body fat
Equal to or more than 36 weeks	Equal to or more than 36 weeks	Separation

- 6. During probation, members should demonstrate reasonable and consistent progress toward attaining their MAW (i.e., lose approximately half of the required weight or half the excess percentage of body fat by the midpoint of the probationary period). Failure to demonstrate such reasonable and consistent progress may provide sufficient grounds for commanding officers to proceed in accordance with Paragraph 2.G. before the probationary period expires.
- 7. Members placed on probation shall complete a personal wellness profile (PWP) and develop a detailed fitness plan. In addition, the member shall participate in a **mandatory** fitness activity monitored by the UHPC or alternate, for a minimum of one hour, three days per week.
- 8. The type, intensity, and duration of the mandatory fitness activity will be based on the member's detailed fitness plan with the goal of achieving their MAW within the prescribed probationary period. This mandatory fitness activity will be conducted during the normal workday.
- 9. Members on probation will be subjected to a monthly mandatory fitness assessment (Enclosure (6)) until they meet their MAW, at which point they may resume their basic fitness plan or maintain their detailed plan without monitoring. The assessment is comprised of a basic three-part battery test including 1.5-mile run, push ups, and one-minute sit-ups. The three components of the test are required by all members subject to a fitness assessment unless they are found medically unfit to perform one or more of them. (i.e., members may not choose their tests.) The standards for the fitness assessment are available in Enclosure (6). The UHPC or alternate will provide all members on probation with a hard copy of reference (c) to assist them in achieving compliance with MAW and physical fitness standards. Members found medically incapable of completing the three-part battery test requirements will be administered an alternative test as outlined in Enclosure (6).
- 10. All mandatory fitness assessments will be conducted by a UHPC or alternate. Underway units will conduct the test on as close to a monthly schedule as their operations schedule permits. Members able to achieve the required standards on the monthly fitness assessment as outlined in Enclosure (6) will not be required to be monitored by the UHPC during their scheduled fitness enhancing activities.

- 11. Regardless of a member's performance on the fitness assessment, MAW standards **must** be met in order for a member to be removed from the weight program and retained in the Coast Guard.
- 12. Upon conclusion of an existing probation, a commanding officer may use discretion to add up to an additional four (4) weeks if he or she determines the case warrants special consideration. This may be applied only at the end of a probationary period.
- 13. Any member who has been in two probationary weight or body fat loss periods in any 365-day period will be processed for separation from the Coast Guard in lieu of being placed in a third probationary period during the same 365-day period. In these cases, requests for separation will be submitted to Commander (CGPC-epm), (CGPC-opm), or (CGPC-rpm) as appropriate.

2.G. Members Failing to Attain Maximum Allowable Weight

- 1. Members who exceed their MAW and body fat percentage to such an extent that they would be placed in a probationary period of 36 weeks or more, fail to demonstrate reasonable and consistent progress during probation, or fail to attain their MAW or body fat by the end of their probation (except those exempted per Chapter 3) shall be processed for separation IAW the following provisions of the Personnel Manual, COMDTINST M1000.6 (series):
 - a. Regular commissioned officers with three or more years of service as a Coast Guard commissioned officer, Paragraph 12.A.15.
 - b. Regular commissioned officers with fewer than three years of service as a Coast Guard commissioned officer, Paragraph 12.A.11.
 - c. Chief Warrant Officers, Paragraph 12.A.21.
 - d. Active duty enlisted members, and Reserve enlisted members on extended active duty, Paragraph 12.B.12. Commands shall include the member's current weight, height, wrist size, and body fat measurements in the discharge request.
 - e. Reserve officers on extended active duty, Paragraph 12.A.9.
 - f. Other Reserve officers and enlisted members not covered above shall be transferred to the Standby Reserve, Inactive Status List (ISL) for up to one year. If during that year they attain their proper weight or body fat, they may request transfer back to the Ready Reserve. Submit requests for both Reserve officers and enlisted personnel for approval to Commander (CGPC-rpm) via the member's district commander. If after that year they have not attained their proper weight or body fat, process for separation as follows:
 - (1) The Mobilization Disposition Board shall screen Reserve officers and recommend separation or retirement in accordance with section 8.A.7 of the Reserve Policy Manual, COMDTINST M1001.28 (series).

- (2) Reserve enlisted members shall be processed under Paragraph 12.B.12 of the Personnel Manual, COMDTINST M1000.6 (series).
- g. PHS officers will be transferred to the Department of Health and Human Services.

2.H. Reenlistments and Extensions

- 1. Exceeding MAW and/or body fat standards shall not be the sole reason to disapprove a reenlistment or extension. A member may extend or reenlist if no underlying medical condition(s) exists providing that, in the commanding officer's opinion, the member is demonstrating reasonable and consistent progress toward attaining his or her MAW. However, any weight loss probationary period remains in effect and the member is still subject to separation at its conclusion. If, at the time of reenlistment or extension, a medical condition is discovered, the provisions of Paragraph 2.E. will apply.
- 2. Active duty enlisted members discharged for exceeding the MAW or body fat standards, and now seeking to re-enter the service, may request reenlistment to their former rate provided they comply with MAW or maximum percent body fat, meet appearance standards and have been out of the Service no more than 24 months. Commander (CGPC-epm) will evaluate requests based on Service needs and the member's past performance. Processing for reenlistment will be accomplished at a Coast Guard recruiting office.

2.I. Reporting to Resident Training

- 1. The Coast Guard invests a substantial amount of time and funding to train personnel who attend resident training. Thus, it is imperative that commands ensure members adhere to established weight standards before allowing them to execute orders to resident training.
- 2. If a member in receipt of resident training orders is found to have been overweight and/or overfat as of his/her last semi-annual or subsequent screening, he or she shall not attend resident training unless a subsequent weighing confirms compliance with MAW standards (and that compliance is so documented per Paragraph 2.J below).
- 3. If a member is found to exceed the MAW and/or maximum body fat percentage upon reporting to or during resident training:
 - a. and his or her probationary period (based on the provisions of Paragraph 2.F.4) would be less than the length of time required to complete the course of instruction, he or she shall be permitted to remain at training. The member will be placed on weight probation per the provisions of Paragraph 2.F. above, except that training commands are not required to allocate time for fitness enhancing activities during the academic day for students. If the member's probationary period ends while still assigned to resident training, and the member is not in compliance with these standards, the member shall be processed for discharge in accordance with Paragraph 2.G.

- b. and his or her probationary period would be greater than the length of time required to complete the course of instruction, he or she will be immediately disenrolled and returned to his or her previous unit. The training command will send a message to the previous unit, copying G-WPM, G-WTT, and the Flag Officer responsible for that unit, notifying them of the disenrollment; see enclosure (4), example 7, for proper format and wording. If for any reason a member is found to be overweight upon graduation, the member:
 - (1) will be assigned a designator. However, they will not be allowed to advance to the next higher pay grade until they are in compliance with MAW and/or maximum percent body fat standards.
 - (2) will not receive their enlistment bonus until they meet their MAW or maximum percent body fat.
 - (3) will be transferred to fill the appropriate petty officer billet for which the training was provided or as needs of the Service dictate.

2.J. Documentation

- 1. An Administrative Remarks (CG-3307) shall be prepared by a member's command, and acknowledged by the member, whenever a member exceeds his/her MAW or maximum body fat percentage and when the member has (successfully or not) completed the probationary period. Example entries covering a variety of circumstances are included in Enclosure (4).
- 2. Members shall be processed for separation according to applicable paragraphs of the Personnel Manual, COMDTINST M1000.6 (series). In all cases, include in separation requests copies of health record entries and the Command Medical Referral Form, Enclosure (3), documenting medical findings that weight loss would not be detrimental to the member. Also include all Administrative Remarks (CG-3307) entries about the probationary period, including entries placing the member on probation and the last entry documenting noncompliance.
- 3. No administrative remarks are required if the member is found to be fully compliant with MAW standards.

3. Exemptions

3.A. Other Than Fit for Full Duty

- 1. Members who incur an injury or illness during a probationary period that may adversely affect their weight loss should be referred to a medical officer or contract physician to determine whether it is medically safe and feasible for the member to continue the weight loss regimen.
- 2. Members who are determined to be in a not-fit-for-full-duty status for a period of 30 days or less shall have their probationary period held in abeyance until they are restored to fit-for-full-duty status, provided they have a physician's determination that the physical condition precludes weight loss. See Enclosure (4), example 4, for the proper wording of the Administrative Remarks entry. If a member will be in a not-fit-for-full-duty status for longer than 30 days, the provisions of Paragraph 2.F.3 above will apply.
- 3. Members are encouraged to seek guidance from their physician concerning good eating habits for weight maintenance, which will decrease the likelihood of the member gaining weight during the period he/she is not-fit-for-full-duty.
- 4. The day following the determination of fit-for-full-duty or decision by medical authority to lift the abeyance, the probationary period shall be adjusted with the length of the probationary period based on the member's weight at that time.

3.B. Pregnancy

- 1. Members who become pregnant will not be measured to determine compliance with this Manual until after they return to a fit-for-full-duty status. Members placed in a weight or body fat loss probationary status prior to pregnancy shall have their probationary period held in abeyance until six months after the date of delivery or termination of the pregnancy.
- 2. A servicewoman is exempt from the weight and body fat standards during pregnancy, but she must maintain a neat military appearance.
- 3. Once the member returns from maternity leave, she is exempt from being placed in a probationary status for exceeding the weight or body fat standards for a period of six months effective the date of delivery or termination of pregnancy. For nursing mothers, this six-month exemption will be effective upon conclusion of the nursing period, but no later than 12 months post-delivery. This policy does not preclude mothers from nursing beyond 12 months, it only establishes the time by which a member is to be within the Coast Guard weight standards, or placed on probation per Paragraph 2.F.

3.C. Assigning a New Maximum Weight

1. **Screening Weight**. Some members' physical makeup (usually due to high muscle mass) puts them in an overweight category even though their body fat percentage is within limits. In cases such as this, upon determination that the member's body fat is

within standards, the member will be assigned a screening weight equal to the member's weight when the body fat determination is made. This does not establish a new MAW. It is designed to avoid requiring the member to have additional body fat determinations as long as he or she does not gain additional weight. (See Enclosure (4), example 3, for the proper wording of the Administrative Remarks (CG-3307) entry.) Should the member exceed the screening weight, he or she will be screened for a new body fat determination. If determined to be over body fat, he or she shall be placed on probation IAW the standards outlined in Paragraph 2.F. with calculations based upon the member's original MAW or body fat %, not his or her screening weight.

2. If a command believes that unique conditions exist that do not fit under other provisions of this Manual, yet special consideration is warranted, the command should contact Commandant (G-WPM), which is the final authority for procedural and policy determinations. Commands are advised that such situations are very rare, and they should therefore consider such requests carefully.

3.D. Smoking Cessation

Some individuals who have successfully stopped smoking or using smokeless tobacco (or who are currently enrolled in a tobacco cessation class) gain weight. Although the member can minimize this weight gain through healthy eating combined with exercise, the prospect of gaining weight often discourages people from trying to quit smoking or using smokeless tobacco. Since tobacco addiction is far more harmful than being overweight or over body fat, fear of probation for weight gain should not discourage members from attempting tobacco cessation. Accordingly, members who are addicted to tobacco may apply for a one-time 6-month exemption from the weight and body fat standards. The waiver will be effective upon successfully completing a tobacco cessation program. See Enclosure (4), example 5, for the proper wording of the Administrative Remarks (CG-3307) entry.

3.E. Compulsive Overeating and Eating Disorders

Cases involving members who display tendencies toward compulsive overeating or are diagnosed with an eating disorder shall be handled in accordance with the provisions of the Medical Manual, COMDTINST M6000.1 (series).

4. Responsibilities

4.A. Commandant (G-WPM)

- 1. Initiates the required changes to this Manual.
- 2. Makes determinations on cases not adequately addressed by the provisions of this Manual.
- 3. Within sixty days following the semi-annual weigh-ins, publishes an ALCOAST containing CG units that have failed to comply with the MAW reporting requirements.

4.B. Commandant (G-WK)

- 1. Ensures that Regional Health Promotion Managers (HPMs) and Unit Health Promotion Coordinators (UHPCs) assist, as appropriate, in designing key programs for members and units to promote healthier lifestyles. HPMs and UHPCs can also assist overweight or over body fat members by designing exercise programs to help lose excess body fat.
- 2. Provides written self-help weight management guidance. (see reference (c))
- 3. Through the Regional HPM, provides each member on probation with advisory reference material on nutrition, weight control, and exercise. The member still must lose excess weight even if he or she does not receive the materials.
- 4. Commandant (G-WKH) requires Health Services Technicians (HS) to maintain an understanding of the procedures used to determine MAW and percent body fat so that HSs can provide guidance in connection with the program. The screenings are an administrative function, not a medical one.
- 5. Commandant (G-WKW-1) publishes the annual training schedule for UHPC courses.

4.C. Commanding Officers

- 1. Ensure all active duty and Reserve members assigned are weighed every October and April, and data is reported via Direct Access. Members away from their unit during the weigh-in months will have their weigh-in deferred until return to their home unit, after which the October/April schedule will be resumed.
- 2. Provide all personnel on active duty, including Reservists performing ADT, a minimum of one hour three times per week during working hours for voluntary participation in fitness enhancing activities.
- 3. Designate in writing a UHPC and alternates, and submit a copy of the designation letters to their regional HPM. Commanding Officers shall further ensure the UHPC and alternates attend training through the UHPC Class "C" School.

- 4. Ensure overweight members are referred to a medical officer or local physician before formally placing them on weight probation. Members so referred shall be given a further referral for a one-time visit to a registered dietician for counseling on proper nutrition and methods to reduce excess body fat through healthy nutritional choices.
- 5. Ensure all members understand the requirements of this Manual's contents. In particular, emphasize the requirement that overweight members whose probationary period is 36 weeks or more will be processed for separation in lieu of being placed on probation.
- 6. Complete proper documentation both before and after a member's probation. See Enclosure (4) for details.
- 7. If a member receives Permanent Change of Station (PCS) transfer orders and his or her probationary period will continue after he or she departs and/or reports to his or her new unit, notify the new command by letter, info Commander (CGPC-epm), (CGPC-opm), or (CGPC-rpm), as appropriate, advising them of the details of the member's probation. If the member is near the end of the probation period when he or she is scheduled to depart PCS and it appears he or she may not lose the required weight, advise Commander (CGPC-epm), (CGPC-opm), or (CGPC-rpm), as appropriate.
- 8. Assist overweight/overfat members in obtaining information on local weight reduction programs. At a minimum, members should be advised that educational resources are available through the Coast Guard Health Promotion and Wellness Program and reference (a). Unless dictated by extraordinary medical circumstances, Coast Guard funds shall not be expended to pay for residential or inpatient weight loss programs.

4.D. Medical Officers

- 1. Evaluate any members referred by commands for being overweight and make a determination as to whether the underlying cause is medically treatable.
- 2. If the member is found medically fit, evaluate and determine the member's ability to participate in a weight and/or body fat loss program. Make recommendations to the command as to the member's ability to participate in each component of the monthly fitness assessment test.
- 3. Provide the overweight member a one-time referral to a registered dietitian for counseling on proper nutrition and methods to reduce excess body fat through healthy nutritional choices

4.E. Individual Members

- 1. In accordance with Enclosure (7), develop and conform to their annual basic fitness plan and present plan to supervisor.
- 2. Ensure weight-screening results are entered into Direct Access.

- 3. Those in compliance with MAW standards, but within ten pounds of their MAW, are encouraged to complete a Personal Wellness Profile (PWP) IAW reference (a).
- 4. Those not in compliance with MAW standards will be placed on the weight program, complete a PWP, develop a detailed fitness plan, participate in a mandatory fitness activity monitored by the UHPC or alternate, and be subjected to a monthly mandatory fitness assessment until MAW standards are met.

Maximum Weight and Body Fat Standards for Active Duty and Reserve Personnel

MAXIMUM ALLOWABLE WEIGHT FOR MEN BASED ON MEMBER'S HEIGHT AND FRAME SIZE

	FRAME SIZE CODE A B C D F F G H J K													
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>	<u>J</u>	<u>K</u>	L	<u>M</u>		
		61/4	6 ½	6 3/4	7	7 1/4	7 1/2	7¾	8	8 1/4	8 1/2			
		TO	TO	TO	TO	TO	TO	TO	TO	TO	TO	83/4		
Height	UNDER 61/4	UNDER 6½	UNDER 6 ¾	UNDER 7	UNDER 71/4	UNDER 7½	UNDER 7¾	UNDER 8	UNDER 81/4	UNDER 8½	UNDER 8¾	AND ABOVE		
60	140	144	148	152	156	159	163	167	171	175	179	183		
61	144	148	152	156	160	164	167	171	175	179	183	187		
62	148	152	156	160	164	168	172	176	179	183	187	191		
63	152	156	160	164	168	172	176	180	184	188	191	195		
64	157	160	164	168	172	176	180	184	188	192	196	200		
65	161	165	169	172	176	180	184	188	192	196	200	204		
66	165	169	173	177	181	184	188	192	196	200	204	208		
67	169	173	177	181	185	189	193	196	200	204	208	212		
68	173	177	181	185	189	193	197	201	205	208	212	216		
69	177	181	185	189	193	197	201	205	209	213	216	220		
70	182	185	189	193	197	201	205	209	213	217	221	225		
71	186	190	194	197	201	205	209	213	217	221	225	229		
72	190	194	198	202	206	209	213	217	221	225	229	233		
73	194	198	202	206	210	214	218	221	225	229	233	237		
74	198	202	206	210	214	218	222	226	230	233	237	241		
75	202	206	210	214	218	222	226	230	234	238	242	245		
76	207	210	214	218	222	226	230	234	238	242	246	250		
77	211	215	219	222	226	230	234	238	242	246	250	254		
78	215	219	223	227	231	234	238	242	246	250	254	258		
79	219	223	227	231	235	239	243	246	250	254	258	262		
80	223	227	231	235	239	243	247	251	255	258	262	266		

NOTES

- 1. Measure height and weight without shoes.
- 2. Measure height to the nearest 1/2" and interpolate to find weight.
- 3. If weight measurement is done in the following uniforms:
 - a. T-shirt and gym shorts subtract 1 lb.
 - b. T-shirt and long undress trousers subtract 2 lbs.
 - c. T-shirt and sweatpants subtract 2 lbs.
 - d. Tropical blue long subtract 2.5 lbs.
- 4. If weight is measured while wearing shoes subtract an additional 2.5 lbs.

How to Determine Frame Size:

- 1. Extend and spread apart the fingers of the dominant hand.
- 2. Place cloth tape measure around wrist at the point where there are two "knobs".
- 3. Measure ensuring that the tape goes across both "knobs".

Enclosure (1) to COMDTINST M1020.8E

Maximum Weight and Body Fat Standards for Active Duty and Reserve Personnel

MAXIMUM ALLOWABLE WEIGHT FOR <u>WOMEN</u> BASED ON MEMBER'S HEIGHT AND FRAME SIZE

	FRAME SIZE CODE													
	N	Р	Q	R	S	Т	U	V	W	Х	Υ	Z		
		51/4	5 ½	5 ¾	6	6 1/4	6½	63/4	7	7 1/4	7 1/2			
		TO	ТО	TO	TO	TO	TO	TO	TO	TO	TO	73/4		
lla:abt	UNDER 51/4	UNDER 5½	UNDER 5 ¾	UNDER 6	UNDER 61/4	UNDER 6½	UNDER 63/4	UNDER 7	UNDER 71/4	UNDER 7½	UNDER	AND ABOVE		
Height 58	122	126	130	134	137	141	145	149	152	156	160	164		
59	125	129	133	137	140	144	148	152	155	159	163	167		
60	128	132	136	140	143	147	151	155	158	162	166	170		
61	131	135	139	142	146	150	154	157	161	165	169	172		
62	134													
		138	142	145	149	153	157	160	164	168	172	175		
63	137	141	145	148	152	156	160	163	167	171	175	178		
64	140	144	147	151	155	159	162	166	170	174	177	181		
65	143	147	150	154	158	162	165	169	173	177	180	184		
66	146	150	153	157	161	165	168	172	176	180	183	187		
67	149	152	156	160	164	167	171	175	179	182	186	190		
68	152	155	159	163	167	170	174	178	182	185	189	193		
69	155	158	162	166	170	173	177	181	185	188	192	196		
70	157	161	165	169	172	176	180	184	188	191	195	199		
71	160	164	168	172	175	179	183	187	190	194	198	202		
72	163	167	171	175	178	182	186	190	193	197	201	205		
73	166	170	174	178	181	185	189	193	196	200	204	208		
74	169	173	177	180	184	188	192	195	199	203	207	210		
75	172	176	180	183	187	191	195	198	202	206	210	213		
76	175	179	183	186	190	194	198	201	205	209	213	216		
77	178	182	185	189	193	197	200	204	208	212	215	219		
78	181	185	188	192	196	200	203	207	211	215	218	222		
79	184	188	191	195	199	203	206	210	214	218	221	225		
80	187	190	194	198	202	205	209	213	217	220	224	228		

NOTES

- 1. Measure height and weight without shoes.
- 2. Measure height to the nearest 1/2" and interpolate to find weight.
- 3. If weight measurement is done in the following uniforms:
 - a. T-shirt and gym shorts subtract 1 lb.
 - b. T-shirt and long undress trousers subtract 2 lbs.
 - c. T-shirt and sweatpants subtract 2 lbs.
 - d. Tropical blue long subtract 2.5 lbs.
- 4. If weight is measured while wearing shoes subtract an additional 2.5 lbs.

<u>How to Determine Frame Size</u>:

- 1. Extend and spread apart the fingers of the dominant hand.
- 2. Place cloth tape measure around wrist at the point where there are two "knobs".
- 3. Measure ensuring that the tape goes across both "knobs".

Maximum Weight and Body Fat Standards for Active Duty and Reserve Personnel

Maximum Body Fat Percentages

This chart lists the maximum body fat percentages for men and women. They are based upon the tape measure method used in this Manual. Body fat determinations by other methods are not to be used because the values are not interchangeable with the ones found here.

MAXIMUM BODY FAT PERCENTAGES

MAXIMUM BODY FAT PERCENTAGES											
	PERCENT	BODY FAT									
AGE	MEN	WOMEN									
LESS THAN 30	23%	33%									
LESS THAN 40	25%	35%									
AGE 40 OR GREATER	27%	37%									

Note: These standards are higher than those determined to be best for optimal health and fitness.

Maximum Weight and Body Fat Standards for New Accessions

MAXIMUM ALLOWABLE WEIGHT FOR MEN BASED ON MEMBER'S HEIGHT AND FRAME SIZE

	FRAME SIZE CODE A B C D F F G H J K I M													
	Α	В	С	D	Е	F	G	Н	J	K	L	М		
		6 1/4	6 ½	6 ¾	7	7 1/4	7 ½	7 3/4	8	8 1/4	8 ½			
		TO	ТО	TO	TO	TO	TO	TO	ТО	ТО	ТО	8 3/4		
	UNDER	UNDER 6½	UNDER	UNDER 7	UNDER 71/4	UNDER 7½	UNDER 7¾	UNDER 8	UNDER 8 1/4	UNDER 8½	UNDER 8¾	AND ABOVE		
Height	6 1/4		6 3/4											
58	134	137	139	142	145	148	151	154	158	161	165	169		
59	137	140	142	145	148	151	154	157	161	164	168	172		
60	140	143	145	148	151	154	157	160	164	167	171	175		
61	144	147	149	152	155	158	162	165	169	173	177	181		
62	148	151	154	157	160	163	167	170	174	178	183	187		
63	152	155	158	161	164	168	171	175	179	184	188	193		
64	156	159	162	165	169	172	176	180	185	189	194	199		
65	160	163	166	169	173	177	181	185	190	195	200	204		
66	164	167	170	174	177	181	186	190	195	200	204	208		
67	168	171	174	178	182	186	190	195	200	204	208	212		
68	172	175	179	182	186	190	195	200	205	208	212	216		
69	176	179	183	186	191	195	200	205	209	213	216	220		
70	180	183	187	191	195	199	205	209	213	217	221	225		
71	184	187	191	195	199	204	209	213	217	221	225	229		
72	188	191	195	199	204	209	213	217	221	225	229	233		
73	192	195	199	204	208	213	218	221	225	229	233	237		
74	196	199	203	208	213	218	222	226	230	233	237	241		
75	200	204	208	212	217	222	226	230	234	238	242	245		
76	204	208	212	216	221	226	230	234	238	242	246	250		
77	208	212	216	221	226	230	234	238	242	246	250	254		
78	212	216	220	225	230	234	238	242	246	250	254	258		
79	216	220	224	229	235	239	243	246	250	254	258	262		
80	220	224	228	233	239	243	247	251	255	258	262	266		

NOTES

- 1. Measure height and weight without shoes.
- 2. Measure height to the nearest 1/2" and interpolate to find weight
- 3. If weight measurement is done in the following uniforms:
 - a. T-shirt and gym shorts subtract 1 lb.
 - b. T-shirt and long undress trousers subtract 2 lbs.
 - c. T-shirt and sweatpants subtract 2 lbs.
 - d. Tropical blue long subtract 2.5 lbs.
- 4. If weight is measured while wearing shoes subtract an additional 2.5 lbs.

How to Determine Frame Size:

- 1. Extend and spread apart the fingers of the dominant hand.
- 2. Place cloth tape measure around wrist at the point where there are two "knobs".
- 3. Measure ensuring that the tape goes across both "knobs".

Enclosure (2) to COMDTINST M1020.8E

Maximum Weight and Body Fat Standards for New Accessions

MAXIMUM ALLOWABLE WEIGHT FOR <u>WOMEN</u> BASED ON MEMBER'S HEIGHT AND FRAME SIZE

	FRAME SIZE CODE N P O R S T U V W X Y Z													
	N	P	Q	R	S	T	U	V	W	X	Y	Z		
		5 1/4	5 ½	5 3/4	6	6 1/4	$6\frac{1}{2}$	$6\frac{3}{4}$	7	7 1/4	$7\frac{1}{2}$			
		TO	TO	TO	TO	TO	TO	TO	TO	TO	TO	73/4		
Height	UNDER 5 1/4	UNDER 5½	UNDER 5 3/4	UNDER 6	UNDER 6 1/4	UNDER 6½	UNDER 63/4	UNDER 7	UNDER	UNDER	UNDER	AND		
58	102	106	110	115	119	124	129	134	7 ½ 139	7½ 145	7 ³ / ₄ 151	ABOVE 157		
59	102	110	110	119	123	124	133	134	143	143	155	161		
60	110	110	114	123	123	132	133	142	143	153	159	165		
61	114	118	122	127	131	136	141	146	152	157	163	170		
62	118	122	127	131	136	140	145	151	156	162	168	174		
63	122	126	131	135	140	145	150	155	160	166	172	178		
64	126	130	135	139	144	149	154	159	164	170	176	181		
65	130	134	139	143	148	153	158	163	168	174	180	184		
66	134	138	143	147	152	157	162	167	173	178	183	187		
67	138	142	147	151	156	161	166	171	177	182	186	190		
68	142	146	151	155	160	165	170	175	181	185	189	193		
69	146	150	155	159	164	169	174	180	185	188	192	196		
70	150	154	159	164	168	173	178	184	188	191	195	199		
71	154	158	163	168	172	177	182	187	190	194	198	202		
72	158	162	167	172	176	181	186	190	193	197	201	205		
73	162	166	171	176	181	185	189	193	196	200	204	208		
74	166	171	175	180	184	188	192	195	199	203	207	210		
75	170	175	179	183	187	191	195	198	202	206	210	213		
76	174	179	183	186	190	194	198	201	205	209	213	216		
77	178	182	185	189	193	197	200	204	208	212	215	219		
78	181	185	188	192	196	200	203	207	211	215	218	222		
79	184	188	191	195	199	203	206	210	214	218	221	225		
80	187	190	194	198	202	205	209	213	217	220	224	228		

NOTES

- 1. Measure height and weight without shoes.
- 2. Measure height to the nearest 1/2" and interpolate to find weight standards.
- 3. If weight measurement is done in the following uniforms:
 - a. T-shirt and gym shorts subtract 1 lb.
 - b. T-shirt and long undress trousers subtract 2 lbs.
 - c. T-shirt and sweatpants subtract 2 lbs.
 - d. Tropical blue long subtract 2.5 lbs.
- 4. If weight is measured while wearing shoes subtract an additional 2.5 lbs.

How to Determine Frame Size:

- 1. Extend and spread apart the fingers of the dominant hand.
- 2. Place cloth tape measure around wrist at the point where there are two "knobs".
- 3. Measure ensuring that the tape goes across both "knobs".

Maximum Weight and Body Fat Standards for New Accessions

Maximum Body Fat Percentages

This chart lists the maximum body fat percentages for men and women. They are based upon the tape measure method used in this Manual. Body fat determinations by other methods are not to be used because the values are not interchangeable with the ones found here.

MAXIMU	MAXIMUM BODY FAT PERCENTAGES FOR ACCESSIONS											
	PERCENT BODY FAT											
AGE	MEN	WOMEN										
LESS THAN 30	23%	30%										
LESS THAN 40	25%	32%										
AGE 40 OR GREATER	27%	34%										

Note: These standards are higher than those determined to be best for optimal health and fitness.

	COMMAND MI	EDICAL REFERRAL FO	ORM	
This date, I have determ		is	_ pounds overweigh	t and
,				
	Height	(inches)	!	
	Wrist size	(inches)		
	Weight	(pounds	s)	
	Percent Body Fat	%		
(series), I hereby refer this	er 2 of Weight/Physical Fitnes member to you to determine bly with established standards.	whether it is medically safe		
	(Comman	nding Officer's signature)		Date
	ent and determination whether rds and participate in fitness a		o lose the excess weigh	it to comply with
Is there an underlying r Yes/No	medical condition for the men	nber's excess weight? If yo	es, explain.	
2. Is it safe for the member Yes/ No	er to lose the excess weight to	comply with established st	andards? If not, expla	in.
3. Has member been coun	seled on diet and exercise?	Yes/ No		
4. Is there an underlying	g medical condition that wo	ould make fitness activitie	es detrimental to his/h	ner health?
Yes/ No				
5. Is it safe for the mem	ber to participate in a mont	hly Fitness Assessment?		
Yes/ No				
	Signature &	& Title	Date	

REQUIRED ADMINISTRATIVE REMARKS (CG-3307) ENTRIES and MESSAGE **TRAFFIC**

In the below cases, the unit commanding officer shall prepare and distribute an Administrative Remarks (CG-3307) in accordance with Preparation and Submission of Administrative Remarks, COMDTINST 1000.14(series).

1. For each officer and enlisted member who exceeds their maximum allowable body fat percentage, has a probationary period of less than 36 weeks, has not received an exemption under Chapter 3, and is medically cleared to participate in fitness activities, the following Administrative Remarks (CG-3307) shall be prepared:

	Entry Type: Performance and Discipline (Weight) (P&D-1) Reference: Sec. 5.B. (Pg. 5-1), COMDTINST M1020.8 (series) Responsible Level: Unit Entry:
	DATE: YOU HAVE THIS DATE BEEN DETERMINED TO BE POUNDS OVERWEIGHT. YOUR MEASUREMENTS ARE: HEIGHT (INCHES), WRIST SIZE (INCHES), WEIGHT (POUNDS). YOUR AGE IS AND YOUR PERCENT BODY FAT IS IN ACCORDANCE WITH WEIGHT/PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL, COMDTINST M1020.8 (SERIES), YOU ARE HEREBY NOTIFIED THAT YOU ARE REQUIRED TO LOSE POUNDS OR DROP TO % BODY FAT OR BELOW BY IN ADDITION, YOU ARE TO COMPLETE BOTH A PERSONAL WELLNESS PROFILE AND A DETAILED FITNESS PLAN; PARTICIPATE IN A MANDATORY FITNESS ACTIVITY AT LEAST ONE HOUR PER DAY THREE DAYS PER WEEK; AND PERFORM A MONTHLY MANDATORY FITNESS ASSESSMENT UNTIL YOUR PROBATIONARY PERIOD ENDS. IF YOU FAIL TO REACH COMPLIANCE BY THE END OF THIS PROBATIONARY PERIOD, YOU WILL BE RECOMMENDED FOR SEPARATION (if active duty), RECOMMENDED FOR TRANSFER TO THE IRR OR ISL (if Reservist), OR RECOMMENDED TO RETURN TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (Public Health Service). BY SIGNATURE BELOW, YOU ACKNOWLEDGE BOTH THIS ENTRY AND THAT YOU HAVE BEEN AFFORDED THE OPPORTUNITY TO REVIEW COMDTINST M1020.8 (SERIES).
wo	When a member exceeds his/her MAW or maximum percent body fat to such an extent that they uld be placed in a probationary period of 36 weeks or more, the following Administrative marks (CG-3307) shall be prepared:
	Entry Type: Performance and Discipline (Weight) (P&D-1) Reference: Sec. 5.B. (Pg. 5-1), COMDTINST M1020.8 (series) Responsible Level: Unit Entry:
	DATE: ON THIS DATE YOU HAVE BEEN DETERMINED TO BE POUNDS OVERWEIGHT. YOUR MEASUREMENTS ARE HEIGHT (INCHES), WRIST SIZE (INCHES), WEIGHT (POUNDS). YOUR AGE IS AND YOUR PERCENT BODY FAT IS IN ACCORDANCE WITH WEIGHT/PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL, COMDTINST M1020.8 (SERIES), YOUR PROBATIONARY PERIOD WOULD REQUIRE 36 WEEKS OR MORE. THEREFORE YOU ARE HEREBY NOTIFIED THAT, INSTEAD OF PROBATION, YOU WILL BE RECOMMENDED FOR SEPARATION (IF ACTIVE DUTY), RECOMMENDED FOR TRANSFER TO THE IRR OR ISL (IF A RESERVIST), OR RECOMMENDED TO RETURN TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (IF PUBLIC HEALTH SERVICE).

2.

Enclosure (4) to COMDTINST M1020.8E

3. For each officer or enlisted member who exceeds the MAW of enclosure (1), but the provisions of Paragraph 3.C. (Assigning a New Maximum Weight) apply, the following Administrative Remarks (CG-3307) shall be prepared:

Entry Type: Performance and Discipline (Weight) (P&D-1) Reference: Sec. 5.B. (Pg. 5-1), COMDTINST M1020.8 (series)

Responsible Level: Unit

Entry:

DATE: ON THIS DATE, YOU WERE WEIGHED AND YOU ARE IN COMPLIANCE WITH COAST GUARD WEIGHT STANDARDS. YOUR MEASUREMENTS ARE: HEIGHT ______ (INCHES), WRIST SIZE _____ (INCHES), WEIGHT _____ (POUNDS). YOUR AGE IS ____ AND YOUR PERCENT BODY FAT IS ____. IN ACCORDANCE WITH WEIGHT/ PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL, COMDTINST M1020.8 (SERIES), YOU ARE ASSIGNED A MAXIMUM ALLOWABLE WEIGHT FOR SCREENING PURPOSES OF ____ POUNDS. SHOULD YOU EXCEED THIS MAXIMUM ALLOWABLE WEIGHT IN THE FUTURE, YOU WILL BE REQUIRED TO COMPLETE A BODY FAT DETERMINATION. YOU ARE STRONGLY ENCOURAGED TO COMPLETE A PERSONAL WELLNESS PROFILE AND AGGRESSIVELY PURSUE YOUR BASIC FITNESS PLAN. BY SIGNATURE BELOW, YOU ACKNOWLEDGE BOTH THIS ENTRY AND THAT YOU HAVE BEEN AFFORDED THE OPPORTUNITY TO REVIEW COMDTINST M1020.8 (SERIES).

4. For each officer or enlisted member who exceeds the MAW and body fat standards, but the provisions of Paragraph 3.A. (Other Than Fit For Full Duty) apply, the following Administrative Remarks (CG-3307) shall be prepared:

Entry Type: Performance and Discipline (Weight) (P&D-1) Reference: Sec. 5.B. (Pg. 5-1), COMDTINST M1020.8 (series)

Responsible Level: Unit

Entry:

DATE: YOUR PROBATIONARY PERIOD IS HELD IN ABEYANCE THIS DATE PENDING YOUR RETURN TO A FIT-FOR-FULL-DUTY STATUS. IN ACCORDANCE WITH PARAGRAPH 3.A. OF WEIGHT/PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL, COMDTINST M1020.8 (SERIES), YOU ARE HEREBY NOTIFIED THAT THE DAY FOLLOWING A DETERMINATION THAT YOU ARE FIT-FOR-FULL DUTY OR A DECISION BY MEDICAL AUTHORITY TO LIFT THE ABEYANCE, YOUR PROBATIONARY PERIOD SHALL BE RESTARTED WITH THE LENGTH OF THE PROBATIONARY PERIOD BASED ON YOUR CURRENT WEIGHT WHEN FOUND FIT FOR FULL DUTY OR WHEN THE ABEYANCE IS LIFTED. IN ADDITION, AT THAT POINT YOU ARE TO RESUME PARTICIPATION IN YOUR DETAILED FITNESS PLAN, MANDATORY FITNESS ACTIVITY, AND MONTHLY MANDATORY FITNESS ASSESSMENT UNTIL YOUR PROBATIONARY PERIOD ENDS. IF YOU FAIL TO REACH COMPLIANCE BY THE END OF THIS NEW PROBATIONARY PERIOD, YOU WILL BE RECOMMENDED FOR SEPARATION (if active duty), RECOMMENDED FOR TRANSFER TO THE IRR OR ISL (if Reservist), OR RECOMMENDED TO RETURN TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (Public Health Service). BY SIGNATURE BELOW, YOU ACKNOWLEDGE BOTH THIS ENTRY AND THAT YOU HAVE BEEN AFFORDED THE OPPORTUNITY TO REVIEW COMDTINST M1020.8 (SERIES).

5. For each officer or enlisted member who exceeds the MAW and body fat standards but the provisions of Paragraph 3.D. (Smoking Cessation) apply, the following Administrative Remarks (CG-3307) shall be prepared:

Entry Type: Performance and Discipline (Weight) (P&D-1)

Reference: Sec. 5.B. (Pg. 5-1), COMDTINST M1020.8 (series) Responsible Level: Unit Entry: DATE: YOU HAVE THIS DATE BEEN DETERMINED TO BE POUNDS OVERWEIGHT. HOWEVER, IN ACCORDANCE WITH SECTION 4.D. OF WEIGHT/PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL, COMDTINST M1020.8 (SERIES), YOU ARE HEREBY GRANTED A ONE-TIME, SIX MONTH EXEMPTION FROM BEING PLACED ON WEIGHT PROBATION. THIS ONE-TIME EXEMPTION WILL BE EFFECTIVE FOR THE PERIOD OF (Date successfully stopped smoking or date successfully completed a tobacco cessation program) TO (Date of completion of six month period). YOU ARE STRONGLY ENCOURAGED, DURING THIS PERIOD, TO COMPLETE A PERSONAL WELLNESS PROFILE AND AGGRESSIVELY PURSUE YOUR BASIC FITNESS PLAN. AT THE END OF THIS ONE-TIME, SIX MONTH EXEMPTION, OR AT ANY TIME DURING THIS PERIOD IF IT IS DETERMINED THAT YOU ARE USING TOBACCO, YOU WILL BE REWEIGHED TO DETERMINE IF YOU ARE IN COMPLIANCE WITH COMDTINST M1020.8 (SERIES). IF NOT, YOU WILL BE PLACED ON WEIGHT PROBATION AT WHICH POINT YOU WILL BE REQUIRED TO COMPLETE BOTH A PERSONAL WELLNESS PROFILE AND A DETAILED FITNESS PLAN; PARTICIPATE IN A MANDATORY FITNESS ACTIVITY AT LEAST ONE HOUR PER DAY THREE DAYS PER WEEK; AND PERFORM A MONTHLY MANDATORY FITNESS ASSESSMENT UNTIL YOUR PROBATIONARY PERIOD ENDS. IF YOU FAIL TO REACH COMPLIANCE BY THE END OF YOUR PROBATIONARY PERIOD, YOU WILL BE RECOMMENDED FOR SEPARATION (if active duty), RECOMMENDED FOR TRANSFER TO THE IRR OR ISL (if Reservist). OR RECOMMENDED TO RETURN TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (Public Health Service). BY SIGNATURE BELOW, YOU ACKNOWLEDGE BOTH THIS ENTRY AND THAT YOU HAVE BEEN AFFORDED THE OPPORTUNITY TO REVIEW COMDTINST M1020.8 (SERIES). 6. Upon completion of the probationary period, the following Administrative Remarks (CG-3307) shall be prepared: Entry Type: Performance and Discipline (Weight) (P&D-1) Reference: Sec. 5.B. (Pg. 5-1), COMDTINST M1020.8 (series) Responsible Level: Unit Entry: DATE: ON THIS DATE YOUR PROBATIONARY PERIOD HAS COME TO AN END. YOU WEIGHED (POUNDS) OR ACHIEVED % BODY FAT AND HAVE SUCCESSFULLY MET THE

_____(POUNDS) AND HAD A CALCULATED_____% BODY FAT. YOU HAVE NOT ACHIEVED YOUR MAXIMUM ALLOWABLE WEIGHT/%BODY FAT. IN ACCORDANCE WITH WEIGHT/PHYSICAL FITNESS STANDARDS FOR COAST GUARD MILITARY PERSONNEL, COMDTINST M1020.8 (SERIES), YOU ARE HEREBY NOTIFIED THAT YOU WILL BE RECOMMENDED FOR SEPARATION (if active duty), RECOMMENDED FOR TRANSFER TO THE IRR OR ISL (if a Reservist), OR RECOMMENDED TO RETURN TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (if Public Health Service).

DATE: ON THIS DATE YOUR PROBATIONARY PERIOD HAS COME TO AN END. YOU WEIGHED

REQUIREMENTS OF THE COAST GUARD WEIGHT/PHYSICAL FITNESS PROGRAM.

or

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7. Should a Training command disenroll a student whose probationary period exceeds the remaining course duration, the following message will be sent:

FM (Appropriate Training command)

TO (Unit from which overweight member arrived)

INFO COMDT COGARD WASHINGTON DC//G-WPM/G-WTT//

(Flag Officer responsible for unit, e.g., District Commander)

BT

UNCLAS FOUO//N01500//

SUBJ: DISENROLLMENT OF (Member's rank and name) FROM ("A" or "C" School, CPOA, etc.)

A. COMDTINST M1020.8E

1. IAW REF A, SNM HAS BEEN DISENROLLED FROM (appropriate school including class convening) DUE NONCOMPLIANCE WITH MAW STANDARDS.

PERCENT BODY FAT MEASUREMENT PROCEDURES

The Coast Guard will follow these Percent Body Fat Measurement Procedures as standard methodology to determine if a member's percent body fat exceeds the screening standards for maximum allowable weight. Commands must follow these guidelines and procedures carefully when measuring members.

- 1. For men, determine neck and waist circumferences in accordance with sub-paragraphs A through E below. Determine body fat percentage by comparing the neck and waist circumference measurements with Chart A.
 - a. Use a standard tape measure, NON-ELASTIC (metal, cloth, or fiberglass). Apply it to body landmarks with sufficient tension to keep it in place without indenting the skin surface.

 Record measurements to the nearest half-inch. All measurements will be taken on bare skin.
 - b. Measure height without shoes to nearest half-inch. Instruct members to stand with feet together, flat on the deck, take a deep breath and stretch tall.
 - c. Measure the neck circumference at a point just below the larynx (Adam's apple) and perpendicular to the neck's long axis. Member should look straight ahead during measurement, with shoulders down (not hunched). Round neck measurements up and record to nearest half-inch (i.e., round 16 1/4 to 16 1/2 inches).
 - d. Measure the abdominal circumference at the navel, level to the deck. Arms are at the sides. Take measurement at the end of member's normal, relaxed exhalation. Round abdominal measurement down and record to nearest half-inch (i.e., round 34 3/4 to 34 1/2 inches).
 - e. Determine percent body fat by subtracting the neck measurement from the abdominal measurement and comparing this value against the height measurement from Chart A.
- 2. For women, determine neck, waist, and buttocks circumferences in accordance with subparagraphs A through E. Determine body fat percentage by comparing the neck, waist, and buttocks circumference measurements with Chart B.
 - a. Use a standard tape measure, NON-ELASTIC (metal, cloth, or fiberglass). Apply it to body landmarks with sufficient tension to keep it in place without indenting the skin surface. Record measurements to the nearest half-inch. All measurements with the exception of the buttocks measurements will be taken on bare skin.
 - b. Measure height without shoes to the nearest half-inch. Instruct member to stand with feet together and flat on the deck, take a deep breath and stretch tall.
 - c. Measure the neck circumference at a point just below the larynx (Adam's apple) and perpendicular to the neck's long axis. Member should look straight ahead during measurement, with shoulders down (not hunched). Round neck measurement up and record to nearest half-inch (i.e., round 13 3/8 to 13 1/2 inches).

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- d. Measure the natural waist circumference at the point of minimal abdominal circumference, usually located about halfway between the navel and the lower end of the sternum (breast bone). If you cannot observe this site easily, take several measurements at probable sites and use the smallest value. Be sure the tape is level. Arms are at the sides. Record measurement at the end of member's normal relaxed exhalation. Round waist measurement down and record to nearest half inch (i.e., round 28 5/8 to 28 1/2 inches).
- e. Measure the buttocks circumference while facing the subject's right side. Place the tape around the buttocks so it passes over the greatest protrusion of the gluteal muscles and is level with the deck. Apply sufficient tape tension to minimize the effect of clothing. Round this measurement down and record to half-inch (i.e., round 44 3/8 down to 44 inches).
- f. To determine percent body fat add the waist and buttocks measurements, subtract the neck measurement, and compare this value against the height measurement from Chart B.

	Chart A: PERCENT FAT ESTIMATION FOR MEN																			
]	HEI	GHT									
	60.0	60.5	61.0	61.5	62.0	62.5	63.0	63.5	64.0	64.5	65.0	65.5	66.0	66.5	67.0	67.5	68.0	68.5	69.0	69.5
11.0 11.5	3 4	2 4	2 4	2 3	2 3	1 3	1 3	1 2	1 2	1 2	0 2	0 2	 1	 1	 1	 1	 1	0	 0	
12.0	6	5	5	5	5	4	4	4	4	3	3	3	3	3	2	2	2	2	2	1
12.5	7	7	6	6	6	6	6	5	5	5	5	4	4	4	4	4	3	3	3	3
13.0 13.5	8	8 9	8 9	8 9	7 9	7 8	7 8	7 8	6 8	6 8	6 7	6 7	6 7	5 7	5	5 6	5 6	5 6	4 5	4 5
14.0	10 11	11	10	10	10	10	10	9	9	9	9	8	8	8	6 8	8	7	7	<i>3</i>	7
14.5	12	12	12	11	11	11	11	11	10	10	10	10	9	9	9	9	9	8	8	8
15.0	13	13	13	13	12	12	12	12	12	11	11	11	11	10	10	10	10	10	9	9
15.5 16.0	15 16	14 15	14 15	14 15	14 15	13 15	13 14	13 14	13 14	12 14	12 13	12 13	12 13	12 13	11 12	11 12	11 12	11 12	11 12	10 11
16.5	17	17	16	16	16	16	15	15	15	15	14	14	14	14	14	13	13	13	13	13
17.0	18	18	17	17	17	17	16	16	16	16	16	15	15	15	15	14	14	14	14	14
17.5 18.0	19 20	19 20	19 20	18 19	18 19	18 19	18 19	17 18	17 18	17 18	17 18	16 17	16 17	16 17	16 17	16 17	15 16	15 16	15 16	15 16
18.5	21	21	21	20	20	20	20	19	19	19	19	18	18	18	18	18	17	17	17	17
19.0	22	22	22	21	21	21	21	20	20	20	20	19	19	19	19	19	18	18	18	18
19.5	23	23	23	22	22	22	22	21	21	21	21	20	20	20	20	19	19	19	19	19
20.0 20.5	24 25	24 25	23 24	23 24	23 24	23 24	22 23	22 23	22 23	22 23	22 22	21 22	21 22	21 22	21 22	20 21	20 21	20 21	20 21	20 20
21.0	26	26	25	25	25	25	24	24	24	24	23	23	23	23	22	22	22	22	22	21
21.5	27	26	26	26	26	25	25	25	25	24	24	24	24	24	23	23	23	23	22	22
22.0 22.5	28 28	27 28	27 28	27 28	27 27	26 27	26 27	26 27	26 26	25 26	25 26	25 26	25 25	24 25	24 25	24 25	24 25	24 24	23 24	23 24
23.0	29	29	29	29	28	28	28	28	27	27	27	27	26	26	26	26	25	25	25	25
23.5	30	30	30	29	29	29	29	28	28	28	28	27	27	27	27	26	26	26	26	26
24.0	31	31	30	30	30	30	29	29	29	29	28	28	28	28	27	27	27	27	27	26
24.5 25.0	32 33	31	31 32	31 32	31 31	30 31	30 31	30 31	30 30	29 30	29 30	29 30	29 30	29 29	28 29	28 29	28 29	28 28	27 28	27 28
25.5	33	33	33	33	32	32	32	31	31	31	31	31	30	30	30	30	29	29	29	29
26.0	34	34	34	33	33	33	32	32	32	32	32	31	31	31	31	30	30	30	30	29
26.5 27.0	35 36	35 35	34	34	34	33	33	33	33	32	32	32	32	32	31	31	31	31	30	30
27.5	36	36	36	35	35	35	35	34	34	34	34	33	33	33	33	33	32	32	32	32
28.0	37	37	36	36	36	36	35	35	35	35	34	34	34	34	33	33	33	33	33	32
28.5	38	37	37	37	37	36	36	36	36	35	35	35	35	34	34	34	34	33	33	33
29.0 29.5	38 39	38 39	38 39	38 38	37 38	37 38	37 37	37 37	36 37	36 37	36 36	36 36	35 36	35 36	35 35	35 35	34 35	34 35	34 35	34 34
30.0	40	39	39	39	39	38	38	38	38	37	37	37	37	36	36	36	36	35	35	35
30.5			40	40	39	39	39	39	38	38	38	38	37	37	37	37	36	36	36	36
31.0 31.5					40	40	39	39 40	39 40	39 39	38 39	38 39	38 39	38 38	37 38	37 38	37 38	37 37	37 37	36 37
32.0										40	40	39	39	39	39	38	38	38	38	38
32.5													40	40	39	39	39	39	38	38
33.0 33.5			-												40	40	39	39 40	39 40	39 39
34.0									4-	- - 								40 	4U 	40
34.5		_					-				-									
3 5.0			-									-								
3 5.5 3 6.0			-						1											
3 6.5								_	4-											
3 7.0			-						+											
3 7.5			-						+											
3 8.0 3 8.5									1											
2 0.5	<u> </u>	1	1								<u> </u>									

Enclosure (5) to COMDTINST M1020.8E

Chart A: PERCENT FAT ESTIMATION FOR MEN															S WE	= N				
	HEIGHT																			
	70.0	70.5	71.0	71.5	72.0	72.5	73.0	73.5	74.0	74.5	75.0	75.5	76.0	76.5	77.0	77.5	78.0	78.5	79.0	79.5
																				-
	1 3	1 2	1 2	1 2	0 2	0 2	0 1	 1	1	1	 1	 1	0	0						-
	4	4	4	3	3	3	3	3	2	2	2	2	2	1	1	1	1	1	1	0
	5 7	5 6	5 6	5 6	4	4 6	4 5	4 5	4 5	4 5	3 5	3	3	3 4	3 4	2 4	2 3	2 3	2 3	2 3
14.5	8	8	7	7	7	7	7	6	6	6	6	6	5	5	5	5	5	5	4	4
15.0	9	9	9	8	8	8	8	8	7	7	7	7	7	6	6	6	6	6	6	5
15.5 16.0	10 11	10 11	10 11	9 11	9 10	9 10	9 10	9 10	9 10	8	8 9	8	8	8 9	7 8	7 8	7 8	7 8	7 8	6 8
16.5	12	12	12	12	12	11	11	11	11	11	10	10	10	10	10	9	9	9	9	9
17.0 17.5	13 14	13 14	13 14	13 14	13 14	12 13	12 13	12 13	12 13	12 13	11 12	11 12	11 12	11 12	11 12	10 11	10 11	10 11	10 11	10 11
18.0	15	15	15	15	15	14	14	14	14	14	13	13	13	13	13	12	12	12	12	12
18.5	16	16	16	16	16	15	15	15	15	15	14	14	14	14	14	13	13	13	13	13
19.0 19.5	17 18	17 18	17 18	17 18	17 18	16 17	16 17	16 17	16 17	16 17	15 16	15 16	15 16	15 16	15 16	14 15	14 15	14 15	14 15	14 15
20.0	19	19	19	19	18	18	18	18	18	17	17	17	17	17	16	16	16	16	16	16
20.5 21.0	20 21	20 21	20 21	20 20	19 20	19 20	19 20	19 20	19 19	18 19	18 19	18 19	18 19	18 18	17 18	17 18	17 18	17 18	17 18	16 17
21.5	22	22	22	21	21	21	21	21	20	20	20	20	20	19	19	19	19	19	18	18
22.0 22.5	23 24	23 23	22 23	22 23	22 23	22 23	22 22	21 22	21 22	21 22	21 22	21 21	20 21	20 21	20 21	20 21	20 20	19 20	19 20	19 20
23.0	25	24	24	24	24	23	23	23	23	23	22	22	22	22	22	21	21	21	21	21
23.5	25	25	25	25	24	24	24	24	24	23	23	23	23	23	22	22	22	22	22	21
24.0 24.5	26 27	26 27	26 26	25 26	25 26	25 26	25 26	25 25	24 25	24 25	24 25	24 25	24 24	23 24	23 24	23 24	23 24	23 23	22 23	22 23
25.0	28	27	27	27	27	27	26	26	26	26	26	25	25	25	25	25	24	24	24	24
25.5 26.0	28 29	28 29	28 29	28 29	28 28	27 28	27 28	27 28	27 27	27 27	26 27	26 27	26 27	26 26	26 26	25 26	25 26	25 26	25 25	25 25
26.5	30	30	29	29	29	29	29	28	28	28	28	28	27	27	27	27	27	26	26	26
27.0	31	30	30	30	30	30	29	29	29	29	28	28	28	28	28	27	27	27	27	27
27.5 28.0	31 32	31 32	31 32	31 31	30	30 31	30 31	30 31	30 30	29 30	29 30	29 30	29 29	29 29	28 29	28 29	28 29	28 28	28 28	27 28
28.5	33	33	32	32	32	32	31	31	31	31	31	30	30	30	30	30	29	29	29	29
29.0 29.5	33 34	33 34	33 34	33 33	33 33	32 33	32 33	32 33	32 32	31 32	31 32	31 32	31 31	31 31	30 31	30 31	30 31	30 30	30 30	29 30
30.0	35	35	34	34	34	34	33	33	33	33	33	32	32	32	32	32	31	31	31	31
30.5	35 36	35	35	35 35	35 35	34	34	34	34	34 34	33	33	33	33	32	32	32	32	32	31
31.5	37	36	36	36	36	36	35	35	35	35	34	34	34	34	34	33	33	33	33	33
32.0	37	37	37	37	36	36	36	36	36	35	35	35	35	34	34	34	34	34	33	33
32.5 33.0	38 39	38 38	37 38	37 38	37 38	37 37	37 37	36 37	36 37	36 37	36 36	35 36	35 36	35 36	35 35	35 35	34 35	34 35	34 35	34 34
33.5	39	39	39	38	38	38	38	38	37	37	37	37	36	36	36	36	36	35	35	35
34.0 34.5	40	39 	39 40	39 40	39 39	39 39	38 39	38 39	38 39	38 38	37 38	37 38	37 38	37 37	37 37	36 37	36 37	36 37	36 36	36 36
35.0					40	40	40	39	39	39	39	38	38	38	38	38	37	37	37	37
35.5											39	39	39	39	38	38	38	38	38	37
36.0 36.5											40	40	39 40	39 40	39 39	39 39	39 39	38 39	38 39	38 38
37.0																40	40	39	39	39
37.5 3 8.0									 - -	+								40	40	40
3 8.5]-											

^{*}Circumference value = abdomen circumference - neck circumference (in inches)

				Cha	rt B	: PER	CEN	IT F	AT ES	STIM	ATIO	N FC	OR W	OME	N					
										HE	IGHT				T					
	58.0	58.5	59.0	59.5	60.0	60.5	61.0	61.5	62.0	62.5	63.0	63.5	64.0	64.5	65.0	65.5	66.0	66.5	67.0	67.5
35.5	3	2	2	2	1	1	0	0												
36.0 36.5	5	3 4	3 4	3 4	2 3	2 3	1 2	1 2	1 2	0	0 1	1	0							
37.0 37.5	6 7	5 6	5 6	4 5	4 5	4 5	3 4	3 4	3 4	2 3	2 3	2 3	1 2	1 2	1 2	0 1	 1	 1	0	
38.0	7	7	7	6	6	6	5	5	5	4	4	3	3	3	2	2	2	1	1	1
38.5 39.0	8 9	8 9	8 9	7 8	7 8	7 7	6 7	6 7	5 6	5	5 6	4 5	4 5	4 5	3 4	3 4	3 4	2 3	2 3	2 3
39.5 40.0	10 11	10 11	9 10	9 10	9 10	8 9	8	8	7 8	7 8	7 7	6 7	6 7	6 6	5	5 6	5 5	4 5	4 5	4 4
40.5	12	12	11	11	10	10	10	9	9	9	8	8	8	7	7	7	6	6	6	5
41.0 41.5	13 14	12 13	12 13	12 13	11 12	11 12	11 11	10 11	10 11	10 10	9 10	9 10	8 9	8 9	8	7 8	7 8	7 8	6 7	6 7
42.0 42.5	14 15	14 15	14 15	13 14	13 14	13 13	12 13	12	12 12	11 12	11 12	10 11	10 11	10 11	9 10	9	9	9	9	8
43.0	16	16	15	15	15	14	14	14	13	13	12	12	12	11	11	11	10	10	10	9
43.5 44.0	17 18	17 17	16 17	16 17	15 16	15 16	15 16	14 15	14 15	14 14	13 14	13 14	13 13	12 13	12 13	12 12	11 12	11 12	11 11	10 11
44.5 45.0	19 19	18 19	18 19	17 18	17 18	17 17	16 17	16 17	16 16	15 16	15 16	15 15	14 15	14 15	14 14	13 14	13 14	13 13	12 13	12 13
45.5	20	20	19	19	19	18	18	18	17	17	16	16	16	15	15	15	14	14	14	13
46.0	21 22	20 21	20	20	19 20	19 20	19 19	18 19	18 19	18 18	17 18	17 18	17 17	16 17	16 17	16 16	15 16	15 16	15 15	14 15
47.0 47.5	22 23	22 23	22 22	21 22	21 22	20 21	20 21	20 21	19 20	19 20	19 19	18 19	18 19	18 18	17 18	17 18	17 17	16 17	16 17	16 16
48.0	24	23	23	23	22	22	22	21	21	21	20	20	20	19	19	19	18	18	18	17
48.5 49.0	25 25	24 25	24 25	23 24	23 24	23 23	22 23	22 23	22 22	21 22	21 22	21 21	20 21	20 21	20 20	19 20	19 20	19 19	18 19	18 19
49.5 50.0	26 27	26 26	25 26	25 26	24 25	24 25	24 24	23 24	23 24	23 23	22 23	22 23	22 22	21 22	21 22	21 21	20 21	20 21	20 20	19 20
50.5	27	27	27	26	26	26	25	25	24	24	24	23	23	23	22	22	22	21	21	21
51.0 51.5	28 29	28 28	27 28	27 28	27 27	26 27	26 27	25 26	25 26	25 25	24 25	24 25	24 24	23 24	23 24	23 23	22 23	22 23	22 22	21 22
52.0 52.5	29 30	29 30	29 29	28 29	28 29	28 28	27 28	27 28	27 27	26 27	26 26	25 26	25 26	25 25	24 25	24 25	24 24	23 24	23 24	23 23
53.0	31	30	30	30	29	29	29	28	28	27	27	27	26	26	26	25	25	25	24	24
53.5 54.0	31 32	31 32	31 31	30 31	30 31	30 30	29 30	29 30	28 29	28 29	28 28	27 28	27 28	27 27	26 27	26 27	26 26	25 26	25 26	25 25
54.5 55.0	33 33	32 33	32 33	32 32	31 32	31 32	31 31	30 31	30 30	29 30	29 30	29 29	28 29	28 29	28 28	27 28	27 28	27 27	26 27	26 27
55.5	34	34	33	33	33	32	32	31	31	31	30	30	30	29	29	29	28	28	28	27
56.0 56.5	35 35	34 35	34 34	33 34	33 34	33 33	32 33	32 33	32 32	31	31 32	31 31	30 31	30 31	30 30	29 30	29 30	29 29	28 29	28 29
57.0 57.5	36 36	35 36	35 36	35 35	34 35	34 35	34 34	33 34	33 34	33 33	32 33	32 32	32 32	31 32	31 31	31 31	30 31	30 30	30 30	29 30
58.0	37	37	36	36	36	35	35	35	34	34	33	33	33	32	32	32	31	31	31	30
58.5 59.0	38 38	37 38	37 38	37 37	36 37	36 36	35 36	35 36	35 35	34 35	34 35	34 34	33 34	33 34	33 33	32 33	32 33	32 32	31 32	31 32
59.5 60.0	39 39	38 39	38 39	38 38	37 38	37 38	37 37	36 37	36 37	36 36	35 36	35 35	35 35	34 35	34 34	34 34	33 34	33 33	33 33	32
60.5	40	40	39	39	39	38	38	37	37	37	36	36	36	35	35	35	34	34	34	33
61.0 61.5	41 41	40 41	40 40	39 40	39 40	39 39	38 39	38 39	38 38	37 38	37 38	37 37	36 37	36 37	36 36	35 36	35 36	35 35	34 35	34 35
62.0 62.5	42	41	41 42	41	40	40 40	40	39 40	39 39	38	38	38	37	37	37 37	36	36 37	36 36	35 36	35
63.0	43	42	42	42	41	41	41	40	40	40	39	39	39	38	38	38	37	37	37	36
63.5 64.0	43 44	43 44	43 43	42 43	42 42	42 42	41 42	41 41	40 41	40 41	40 40	39 40	39 40	39 39	38 39	38 39	38 38	37 38	37 38	37 37
64.5	45	44	44	43 44	43	43	42 43	42	42 42	41	41 41	41	40	40 40	40	39 40	39 39	39	38 39	38
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66.0					45	44	44	44	43	43	43	42	42	41	41	41	40	40	40	39

Enclosure (5) to COMDTINST M1020.8E

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40.0 40.5	4 5	4 5	3 4	3 4	3 4	3	2 3	2	2 2	1 2	1 2	1 2	0 1	0 1	1	0	0			
41.0	6	5	5	5	5	4	4	4	3	3	3	2	2	2	2	1	1	1	0	0
41.5 42.0	7 8	6 7	6 7	6 7	5 6	5 6	5 6	4 5	4 5	4 5	4 4	3 4	3 4	3	2	2 3	2 3	2 2	1 2	1 2
42.5	8	8	8	7	7	7	6	6	6	6	5	5	5	4	4	4	3	3	3	3
43.0 43.5	9 10	9 10	9 9	8 9	8	8	7 8	7 8	7 7	6 7	6 7	6 7	5 6	5 6	5	5 5	4 5	4 5	4 5	3 4
44.0	11	10	10	10	9	9	9	9	8	8	8	7	7	7	6	6	6	6	5	5
44.5 45.0	12 12	11 12	11 12	11 11	10 11	10 11	10 10	9 10	9 10	9 10	8 9	8 9	8	8	7 8	7 8	7 7	6 7	6 7	6
45.5	13	13	12	12	12	12	11	11	11	10	10	10	9	9	9	9	8	8	8	7
46.0 46.5	14 15	14	13	13	13 13	12	12	12	11	11 12	11	10	10	10	10 10	9	9	9	8	8
47.0	15	15	15	14	14	14	13	13	13	13	12	12	12	11	11	11	11	10	10	10
47.5 48.0	16 17	16 17	15 16	15 16	15 16	15 15	14 15	14 15	14 14	13 14	13 14	13 13	12 13	12 13	12 13	12 12	11 12	11 12	11 11	10 11
48.5	18	17	17	17	16	16	16	15	15	15	14	14	14	14	13	13	13	12	12	12
49.0 49.5	18 19	18 19	18 18	17 18	17 18	17 17	16 17	16 17	16 17	15 16	15 16	15 16	15 15	14 15	14 15	14 14	13 14	13 14	13 14	13 13
50.0	20	19	19	19	18	18	18	18	17	17	17	16	16	16	15	15	15	15	14	14
50.5 51.0	20 21	20 21	20 20	19 20	19 20	19 20	19 19	18 19	18 19	18 18	17 18	17 18	17 17	16 17	16 17	16 17	16 16	15 16	15 16	15 15
51.5	22	21	21	21	21	20	20	20	19	19	19	18	18	18	17	17	17	17	16	16
52.0 52.5	22 23	22 23	22 22	22 22	21 22	21 22	21 21	20 21	20 21	20 20	19 20	19 20	19 19	18 19	18 19	18 19	18 18	17 18	17 18	17 17
53.0	24	23	23	23	23	22	22	22	21	21	21	20	20	20	20	19	19	19	18	18
53.5 54.0	24 25	24 25	24 24	23 24	23 24	23 24	23 23	22 23	22 23	22 22	21 22	21 22	21 21	20 21	20 21	20 21	20 20	19 20	19 20	19 19
54.5	26	25	25	25	24	24	24	24	23	23	23	22	22	22	21	21	21	21	20	20
55.0 55.5	26 27	26 27	26 26	25 26	25 26	25 25	24 25	24 25	24 25	24 24	23 24	23 24	23 23	22 23	22 23	22 22	22 22	21 22	21 22	21 21
56.0	28	27	27	27	26	26	26	25	25	25	25	24	24	24	23	23	23	22	22	22
56.5 57.0	28 29	28 29	28 28	27 28	27 28	27 27	26 27	26 27	26 26	25 26	25 26	25 25	25 25	24 25	24 25	24 24	23 24	23 24	23 23	23 23
57.5	30	29	29	29	28	28	28	27	27	27	26	26	26	26	25	25	25	24	24	24
58.0 58.5	30	30	29 30	29 30	29 29	29 29	28	28	28 28	27 28	27 28	27 27	26 27	26 27	26 26	25 26	25 26	25 26	25 25	24 25
59.0	31	31	31	30	30	30	29	29	29	28	28	28	28	27	27	27	26	26	26	26
59.5 60.0	32 32	32 32	31 32	31 32	31 31	30 31	30 31	30 30	29 30	29 30	29 29	28 29	28 29	28 28	28 28	27 28	27 28	27 27	26 27	26 27
60.5	33	33	32	32	32	31	31	31	31	30	30	30	29	29	29	28	28	28	28	27
61.0 61.5	34 34	33 34	33 34	33 33	32 33	32 33	32 32	31 32	31 32	31 31	31 31	30 31	30 31	30 30	29 30	29 30	29 29	28 29	28 29	28 28
62.0	35	34	34	34	34	33	33	33	32	32	32	31	31	31	30	30	30	30	29	29
62.5 63.0	35 36	35 36	35 35	34 35	34 35	34 34	33 34	33 34	33 33	33 33	32 33	32 32	32 32	31 32	31 32	31 31	30 31	30 31	30 30	30 30
63.5	36	36	36	35	35	35	35	34	34	34	33	33	33	32	32	32	32	31	31	31
64.0 64.5	37 38	37 37	36 37	36 37	36 36	35 36	35 36	35 35	35 35	34 35	34 34	34 34	33 34	33 34	33 33	32 33	32 33	32 32	32 32	31 32
65.0	38	38	37	37	37	37	36	36	36	35	35	35	34	34	34	34	33	33	33	32
65.5 66.0	39 39	38 39	38 39	38 38	37 38	37 38	37 37	36 37	36 37	36 36	36 36	35 36	35 35	35 35	34 35	34 35	34 34	33 34	33 34	33 33
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.5	45	44	44	44	43	43	43	42	42	42	41	41	41	40	40	40	39	39	39	38	38	38	37	37	37
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8.5							45	44	44	44	43	43	43	42	42	42	41	41	41	40	40	40	40	39	39
9.0								45	45	44	44	44	43	43	43	42	42	42	41	41	41	40	40	40	39
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0.0											45	45	44	44	44	43	43	43	42	42	42	41	41	41	40
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1.0														45	45	44	44	44	43	43	43	42	42	42	41
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3.0																				45	45	44	44	44	43
3.5																						45	44	44	44
4.0																							45	45	44
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^{*}Circumference value = abdomen (waist) + buttocks - neck circumference (in inches)

Fitness Assessment Administration Guidelines

Three key factors in fitness are aerobic capacity, muscular strength and muscular endurance. Aerobic capacity or cardiovascular fitness is the component of fitness that relates mostly to health and the ability to do vigorous, sustained physical activity. The 1.5 mile run, 1 mile walk and 12 minute swim tests are all measurements of this aerobic capacity.

Muscular strength is the maximum amount of force a muscle can produce in a single effort. Muscular endurance is the ability of a muscle to exert a sub-maximal force repeatedly or continuously over time. Muscular strength and endurance can be measured using the one-minute push-up, one-minute sit-up, abdominal curl up, and/or bench press endurance assessments.

The majority of the fitness assessment protocols were taken from Wellsource Inc.'s *Fitness Assessment Manual*. The 12 minute swim assessment protocol was taken from the Cooper Institute's *Physical Fitness Assessments and Norms*.

Unit Health Promotion Coordinators (UHPCs) will administer this assessment battery on a monthly basis to all personnel who exceed the MAW.

Fitness Assessment Battery

1.5 Mile Run

Test Description & Required Equipment

This is a test of cardiorespiratory fitness. The participant covers a distance of 1.5 miles in as short a time as possible without undue strain. Aerobic capacity is determined from total elapsed time. Requirements:

- Stop watch to time the run to the nearest second
- An accurately measured, flat, 1.5 mile course or $\frac{1}{4}$ mile track (6 laps = 1.5 miles)

- The participants should be in good health and currently used to running. Before testing, verify that the pre-test screening items have been completed, i.e. PAR-Q. The tester should have the participant warm-up and cool down after the run.
- Participants should be dressed in clothes ready to exercise, preferably exercise shorts or pants and running shoes.
- Instruct participants to warm up by walking at a moderate pace for 2-5 minutes.
- The participants should cover the 1.5 miles quickly but without overexerting themselves.

- The test is not a race. If participants experience any pain or severe shortness
 of breath or other abnormal signs, they should immediately ease off. If
 symptoms persist they should walk or stop and seek medical attention if
 necessary.
- When running on a ¼ mile track, participants should pay attention to how many laps they have completed.
- At the end of the 1.5-mile run, participants should note their finishing time to the closest second.
- Participants should walk at an easy pace for a few minutes or for one or more laps to cool down properly.

Push-Up Test

Test Description & Required Equipment

This is an easily administered test for upper body strength and endurance. The subject attempts as many consecutive push-ups as he/she can do without stopping to rest. Men do push-ups from the toe, women from the knee. Requirements:

• Gym mat or suitable flooring

- Test subject should be screened for shoulder or lower back impairment or pain.
 Persons suffering back pain or high, uncontrolled blood pressure should not do this test.
- Be sure participants are well instructed in the proper technique. Describe and if needed demonstrate the correct technique.
- Instruct the subjects to lie on their stomach on a mat, legs together. Hands should be pointed forward, positioned under shoulders.
- Participants should perform push-ups keeping back straight, and pivoting from toes for men and knees for women.
- Return to starting position, but only let chin touch the mat (chest and legs should not touch the mat). In the downward phase the chest should be a fist distance from the mat.
- Do as many push-ups using this technique as possible without undue strain and without stopping to rest.
- There is no time limit. Stop the test when the participant is either unable to maintain the proper technique over two consecutive push-ups, has to rest even briefly, or shows signs of excessive straining.
- Caution participants to not overstrain or hold breath, but rather to breathe rhythmically, exhaling on the upward phase and inhaling on the downward phase.

Sit-Up Test

Test Description & Required Equipment

This is an easily administered test for measuring abdominal strength/endurance. The subject does as many bent knee sit-ups as possible in one minute. Requirements:

- Gym mat or suitable flooring
- Stop watch or watch with a second hand

Test Administration

- Test subject should be screened for lower back impairment or pain. Persons suffering back pain or high, uncontrolled blood pressure, should not do this test.
- Be sure participants are well instructed in the proper technique. Describe and if needed demonstrate the correct technique.
- Instruct the participants to lie on their backs on a mat with their knees bent at a 90-degree angle and feet shoulder width apart. Arms should be crossed in front, fingertips on shoulders and elbows pointed toward knees.
- It is OK to hold the participants' feet if needed. If a participant cannot do a regular sit-up, he/she should do the abdominal curl-up test instead of the sit-up test
- Participants should sit-up by pressing the small of the back to the floor, then curl
 up, raising the shoulders from the ground; touch elbows to knees, then return to
 the lying position.
- Do as many sit-ups as possible in one minute without undue strain.
- Avoid jerky movements or hard straining.
- Caution participants to not overstrain or hold their breath, but rather to breathe rhythmically, exhaling while sitting up and inhaling on the downward phase.

Alternate Fitness Assessments

One Mile Walk (alternate for the 1.5 mile run)

Test Description & Required Equipment

The 1-mile walk is an easy and safe way to determine aerobic capacity using an activity everyone is familiar with – walking. The test subject must walk 1 mile at a constant pace and as quickly as possible. At the end of one mile, a heart rate measurement is taken and the finish time recorded. Requirements:

- Stop watch to time walking test to nearest second and obtain accurate post exercise heart rate
- An accurately measured, flat, 1-mile course or $\frac{1}{4}$ mile track (4 laps = 1 mile)

Test Administration

- Test participant should be deemed healthy and should be able to easily complete the mile walk.
- Participants should be dressed in clothes ready to exercise, preferably exercise shorts or pants and walking shoes.
- Instruct participants to warm up by walking at a moderate pace for 2 − 5 minutes.
- When walking, walk at a brisk pace, covering one mile as quickly as possible (walking only, no running is allowed) without strain. Keep the pace as constant as possible.
- If participants experience any pain or severe shortness of breath or other abnormal signs, they should immediately ease off. If symptoms persist, they should stop and seek medical attention if necessary.
- At the end of the mile, note the finishing time to the closest second. Next, get an accurate pulse. Start taking the pulse within five seconds of completing the walk. Take pulse for 10 seconds and multiply by six. Have participants practice finding their pulses before the walk begins to ensure they are able to find it. Use the radial (wrist) or carotid (neck) pulse to find heart rate. Do not use your thumb to "feel" the pulse. For a more accurate pulse, a heart rate monitor may be used. This will provide an immediate heart rate reading at the end of the test.
- Walk at an easy pace for a few minutes to cool down properly.

12 Minute Swim (alternate for the 1.5 mile run)

Test Description & Required Equipment

The 12-minute swim test is a test that measures cardiorespiratory endurance. Requirements:

- Pool
- Partner to time the swim and count laps
- Stopwatch or lap clock.

- Test subject should be screened for shoulder or lower back impairment or pain. Persons suffering back pain or high, uncontrolled blood pressure, should not do this test
- The test should be stopped if the participant feels pain in the chest or light headed or dizzy.
- Timer shall signal the start and time the swimmer for 12 minutes and count the number of lengths completed. At the end of the swim, the recorder will multiply the number of lengths completed by the length of the pool in yards.

- Caution participants to not overstrain.
- Two lengths = one lap.

Bench Press Test (alternate for the push-up test)

Test Description & Required Equipment

The bench press test is a good test of upper body strength and endurance. Men lift an 80 pound bar, women a 35 pound bar, in time with a metronome set at a pace of 30 lifts/minute until they are unable to keep up with the pace. Persons not used to lifting heavy weights or persons with shoulder problems should not take this test. This test should be supervised. Requirements:

- Weight bar or other weight lifting equipment that can be set to 35 or 80 pounds for a bench press.
- Metronome or other equipment that can set the pressing rate at 30 lifts/minute (one lift every two seconds).

Test Administration

- Test participant should be screened for arm or shoulder pain. Persons suffering from this problem or who have high, uncontrolled blood pressure should not do this test
- Be sure participants are well instructed in the proper technique. Describe and if needed, demonstrate the correct technique.
- Check equipment to make sure it has the proper weight and is safe to lift. If using bar bells, be sure to use spotters to provide help if needed.
- Set the metronome for 60 beats per minute. Instruct participant to lift at a rate to complete a full lift every 2 beats.
- The lifter lies on a bench with feet on the floor. A spotter hands the weight to the lifter. The lifter should grasp the bar with hands at shoulder width.
- The lifter lowers the weight to the chest and then pushes the weight back up until the arms are fully extended.
- Stop the test when the person is unable to fully extend the arms or is unable to keep up with the metronome.

Abdominal Curl Test (alternate for the sit-up test)

Test Description & Required Equipment

The abdominal curl up is an alternative to sit ups when testing for abdominal strength/endurance. The participant then raises their head and shoulders from the mat, sliding their hands forward. Requirements:

- Gym mat or suitable flooring
- Ruler

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- Small block for participant to touch to signal they have moved their hands three inches forward
- Stop watch or watch with a second hand

- Test subject should be screened for lower back impairment or pain. Persons suffering back pain or high, uncontrolled blood pressure, should not do this test.
- Be sure participants are well instructed in the proper technique. Describe and, if needed, demonstrate the correct technique.
- Instruct the participants to lie on their backs on a mat, knees bent at a 90-degree angle, with feet shoulder width apart (do not hold feet).
- Place arms along the side of the body, fully extended, elbows softly locked, with palms facing downward.
- When the participants' arms are fully extended toward their feet, mark the end of their fingertips on the floor with tape. Measure three additional inches toward the feet and place a block there to serve as a "touch point" for the participant.
- To do a curl up, press the small of the back into the floor, tighten abdominal muscles, raising head and shoulders off the floor. Hands must slide forward on the mat until the fingertips touch the block or "touch point." The small of the back does not leave the mat. Shoulders must return to the mat before beginning the next curl up. The head does not need to touch the mat between repetitions.
- Do as many curl ups as possible in one minute without undue strain.
- Avoid jerky movements or hard straining.

Standards for Monthly Coast Guard Fitness Assessment

As motivation to adopt a regular work-out program and a means, other then scale weight, for members to monitor their individual fitness progress, members placed on the weight program for exceeding their MAW will be subjected to a monthly mandatory fitness assessment until MAW standards are met.

If the fitness assessment standards are met, but the member is still not in compliance with MAW, the member's weekly fitness activities will no longer need to be monitored. However, the member will still be responsible for complying with MAW standards in accordance with the provisions of this manual and will still be required to complete the fitness assessment on a monthly basis until the weight is lost. If during their probationary period the member achieves compliance with their MAW, but is still unable to meet the fitness assessment standards they will be removed from the weight program, and monthly testing as well as mandatory fitness activities will no longer be required.

These fitness assessment standards were taken from a level considered "desirable" in the Personal Wellness Profile (PWP) Fitness Assessment that the Coast Guard Health Promotion Program uses as their Health Risk Appraisal. Higher and lower levels of performance can be obtained by contacting your Regional Health Promotion Manager at your Integrated Support Command's Work-Life Office. The standards for the alternate 12 minute swim test were adapted from Coast Guard Boat Crew standards derived from Cooper Institute studies.

Men

			1,1011			
<u>Fitness</u>	<20 years	20 – 29 years	30 – 39 years	40 – 49 years	50 – 59 years	60-69 years
Assessment						
Wellsource	8:42 - 9:01	9:12 – 10:50	11:06 - 11:38	12:33 – 13:36	14:00 - 15:19	18:14 - 19:42
1.5 mile Run						
(minutes)						
Wellsource	27 - < 35	27 - < 34	21 - < 27	16 - < 21	11 - < 17	10 - < 16
Push-Ups (#)						
Wellsource	41 - < 46	36 - < 41	30 - < 34	25 - < 30	21 - < 25	15 - < 21
Sit-ups (#)						
Wellsource	53 - <60	46 - <54	39 -<45	33 - <39	28 -<33	21 - <29
Abdominal						
Curl-ups (#) *						
Wellsource	57- <59	48- <56	45- <47	39- <42	35-<38	28-<30
One Mile Walk						
(VO2 ml/kg/min)						
*						
Coast Guard	500	500	450	400	350	300
12-minute Swim						
(vards) *						

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Women

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<u>Fitness</u>	<20 years	20 - 29 years	30 - 39 years	40 – 49 years	50 – 59 years	60-69 years							
Assessment													
Wellsource	12:33 – 13:36	13:37 – 14:24	14:25 – 16:22	15:50 - 17:33	18:57 - 20:32	22:28 – 24:45							
1.5 mile Run													
(minutes)													
Wellsource	23 - < 31	20 - < 26	17 - < 24	14 - < 22	10 - < 17	10 - < 15							
Push-Ups (#)													
Wellsource	35 - < 40	29 - < 34	23 - < 27	18 - < 23	11 - < 17	10 - < 15							
Sit-ups (#)													
Wellsource	45 - <53	39 - < 45	30 - <36	25 - <31	15 - <24	15 - <20							
Abdominal													
Curl-ups (#) *													
Wellsource	39- <42	37-<39	33-<37	31-<34	27-<29	23-<25							
One Mile Walk													
(VO2 ml/kg/min)													
*													
Coast Guard	400	400	350	300	250	200							
12-minute Swim													
(yards) *													

Men

Fitness	18-25 years	26-35 years	36-45 years	46-55 years	56-65 years	>65 years
Assessment						
YMCA Bench	25	22	20	14	10	8
Press Test (#) *						

Women

Fitness	18-25 years	26-35 years	36-45 years	46-55 years	56-65 years	>65 years
Assessment						
YMCA Bench	22	20	17	13	12	9
Press Test (#) *						

^{*} Denotes alternate fitness assessment

VO2 Calculation Sheet for One Mile Walk

Not all tests of cardiorespiratory fitness can be measured directly by time as with the 1.5 mile run. As a result, a measurement called VO2 max must be calculated to get an estimate of the member's cardiorespiratory ability. The VO2 max, also known as maximal oxygen consumption, is the highest rate of oxygen consumption an individual is capable of during maximum physical effort. It is a reflection of the body's ability to transport and use oxygen and is measured in milliliters of oxygen used per minute per kilogram of body weight. The participant's maximal VO2 can be predicted using the following formula:

by 60 (e.g., a time of 14 minutes and 45 minutes) (seconds time) / 60 =	`	,		
Calculate VO2:	Start Calculation Here	:	(132.8	53)
1) Weight Factor: 0.0769 x (WT in lbs.)		-	()
2) Age Factor: 0.3877 x(AGE measur	red to the last year)	-	()
3) Gender Factor: $6.3150 \overline{x}$ (1 = male, 0 =	female)	+	()
4) Time Factor: 3.2649 x (Walk Time t	to nearest second)	-	()
5) Heart Rate Factor: (10 sec heart rate)	x 6 = beats per min			•
0.1565 x (beats per min)		-	()
	VO2	max =		

Fitness Plans

INTRODUCTION:

Physical training works best when you have a plan. A plan helps you make gradual, but steady progress towards goals. If you are within your Coast Guard Maximum Allowable Weight (MAW) Standard you need only a basic fitness plan. If however, you are on the Weight Program, a more detailed plan is necessary.

Basic or detailed the reality is that your plan may be restricted by such factors as personal preference, time, existing fitness levels, efficiency, equipment location and availability. Below is a short discussion of the components of physical fitness and considerations to be made in the development of a personal fitness plan. Also included is a template that can be used to fulfill the requirements of having a basic or detailed fitness plan.

Each person's plan will be unique because each person's fitness levels and fitness goals are unique. For further information on fitness plan development contact your Regional Health Promotion Manager (HPM) at your servicing Integrated Support Command, your Unit Health Promotion Coordinator (UHPC), or see the Coast Guard's Weight Management Self-Help Guide, COMDTPUB P6200.3 (series).

COMPONENTS OF FITNESS:

A fitness plan should, at a minimum, address the five health-related components of fitness including cardiorespiratory endurance (CRE), muscular strength (MS), muscular endurance (ME), flexibility (F) and body composition (BC).

Cardiorespiratory Endurance (CRE) is the ability to perform prolonged, large-muscle, dynamic exercise at moderate-to-high intensities. The word "aerobic" is often used to describe this type of activity. Walking, jogging, and swimming are some examples of aerobic activity. Cardiorespiratory activities not only improve the strength and efficiency of your heart and lungs, they burn calories to help you maintain or reach your weight goals.

Muscular Strength (MS) is the amount of force a muscle can produce with a single maximum effort while **muscular endurance** (ME) is the ability of a muscle to resist fatigue and sustain a given level of muscle tension. In other words, MS would be measured by a max bench press while ME would be the number of push-ups you could do before your arm muscles gave out. Both are improved through weight lifting, resistance training or strength training. They are based on the principle that muscles adapt to the stress or resistance placed upon them. Strength training can significantly increase your progress with weight loss in one way: increased muscle = higher resting metabolism.

Flexibility (F) is the ability to move the joints through their full ranges of motion. Although flexibility does not have a direct effect on weight management like CRE, MS

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and ME, inactivity causes the joints to become stiffer with age. Stiffness often causes injuries and undue strain on joints and muscles.

Body Composition (BC) refers to the proportion of fat and fat-free mass (muscle, bone, and water) in the body. A person with excessive body fat is more likely to experience a variety of health problems. The best way to improve body composition is through sensible diet and exercise. Lose fat mass with cardiorespiratory training and add muscle mass with weight/resistance training.

FITT PLANNING:

Every fitness plan should consider the FITT principles. This means determine the proper frequency, intensity, time and type of activity to reach your goals. Below are guidelines for incorporating the FITT principles into your fitness plan.

	Frequency	Intensity	Time	Type
CRE	3-5 days/week	55% of max	20-60 minutes	Aerobic
		heart rate	(one session or	endurance.
		(unfit); 65-90%	multiple	
		of max heart	sessions lasting	
		rate (average)*;	10 or more	
		12-17 RPE**	mins)	
MS/ME	2-3 days/week	Resistance	8-12 reps of	8-10 strength
		heavy enough	each exercise;	training
		to cause muscle	one set of each	exercises with
		fatigue in	exercise	focus on major
		number of		muscle groups
		recommended		
		set/reps.		
F	2-3 days/week	Stretch to the	Each stretch	Stretching
	or more	point of mild	should be held	activities that
		discomfort, not	for 10-30	focus on major
		pain.	seconds.	joints.

^{*} Estimated Maximum Heart Rate = 220-age.

^{**} Rating of perceived exertion (RPE) is a method used to determine intensity of exercise. It is basically a subjective measure of how hard we think or feel we are exercising.

How does the exercise feel?	RPE
Very, very light	6-7
Very light	8-10
Fairly light	11-12
Somewhat hard	13-14
Hard	15-16
Very hard	17-18

FITNESS PLAN TEMPLATES/REQUIREMENTS:

The template can be used as a basic or detailed fitness plan. Using the guidelines above for determining frequency, intensity, and time you can fill out applicable sections of the template and submit to your supervisor for consideration during marking periods if you are under your MAW or for compliance monitoring if you are over your MAW. The idea of a fitness plan is not to overtax the individual, but encourage them to take responsibility for their health and to reinforce the importance that the Coast Guard places on the health and well being of its members.

Coast Guard Weight Management Information Resources

United States Coast Guard Health Promotion Managers are located at Integrated support Command (ISC) Alameda, ISC Boston, Training Center Cape May, ISC Cleveland, ISC Honolulu, Headquarters Support Command (HSC), ISC Ketchikan, ISC Kodiak, ISC Miami, ISC New Orleans, ISC Portsmouth, ISC San Pedro, ISC Seattle, and ISC St. Louis. You can contact your **Regional Health Promotion Manager** at your Regional Work-Life Staff. To contact the Work-Life Staff closest to you, call 1-800-872-4957, followed by the extension listed next to the following ISC locations:

- Alameda (252)
- Boston (301)
- Cape May (932)
- Cleveland (309)
- Honolulu (314)
- HSC (932)
- Ketchikan (317)
- Kodiak (563)
- Miami (307)
- New Orleans (308)
- Portsmouth (305)
- San Pedro (311)
- Seattle (313)
- St. Louis (302)

Another excellent source of weight management information is the **Coast Guard's Weight Management Self-Help Guide, COMDTPUB P6200.3** (series) available through your Regional Health Promotion Manager, your local Coast Guard Medical Facility, Independent Duty Corpsman, or online at http://www.uscg.mil/hq/g-w/g-wk/wkh/pubs/pdf/WeightMgmtGuideP6200.3.pdf.

CG	-6049			Pe	rso	nal	F	itr	iess l	Plan			F	Rev. 26	5 Jul 2004
	CG military personi CG Weight Manage										n (Seo	ctions 6 &	ž 7 are	e opti	onal).
1.											(- 1	· /·
						(nı	inted 1	name)							
2.	I am cor	tracting wi	ith mys	self to	follow	· ·			s program t	o work toward	the 1	followir	ng go	als.	
3.	Specific or short							4.	· ·	or long-term go			88-		
	A								A.						
	B C.														
	C				C					-					
	For each mini-g	goal achieve	ed by t	the targ	get date	e, I will		give myself the reward listed. (target date) (reward)							
		(mini-goal 2)					(targ	(target date) (reward)							
		(mini-goal 3)					(targ	get date)			(rew	ard)			
	Optional Sections: 6. My program wactivity to my daiwalking to appoin A. B. C.	ly routine (ntments):	(such a	s clim	bing st			progra A E	and prog	following tool(s	y go	als:	- -		
8.	My program pla	an is as foll	ows:												
	Activity				ponents (_		Ir	itensity	Duration	77		quenc	* ` /	
<u> </u>			CRE	MS	ME	C				M	TW	T	F	SS	

9.	I submit this fitness plan a	ıs an iı	ndicati	on of	ту ре	erson	ıl comm	itment.									
	(member signature)													(da	ate)		
10.	0. I have been recruited as a witness to ensure execution of this plan.																
			(witness	signatur	e)									(da	ate)		
11.	1. I am the supervisor of the member submitting this plan.																

(supervisor signature)

(date)